MADRAS LIBRARY ASSOCIATION

PUBLICATION SERIES, 9

REFERENCE SERVICE & BIBLIOGRAPHY

VOLUME I

PARTS 1-4: THEORY

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To follow

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REFERENCE SERVICE
AND
BIBLIOGRAPHY

VOLUME I
PARTS 1-4 : THEORY

BY

S. R. RANGANATHAN, M.A., L.T., F.L.A.

Librarian, Madras University Library & Secretary, Madras Library Association

AND

C. SUNDARAM, B.A.

Reference Librarian, Madras University Library

WITH A FOREWORD

BY

SIR MAURICE LINFORD GWYER

K.C.B., K.C.S.I., D.C.L.,

Chief Justice of India and Vice-Chancellor, Delhi University

MADRAS

THE MADRAS LIBRARY ASSOCIATION

LONDON : EDWARD GOLDSTON

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TO

MAHAMAHOPADHYAYA VIDYAVACASPATI

S. KUPPUSWAMI SASTRIAR

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To the University of Madras, which gave one of them generous facilities to make a special study of Library Science and Library Organisation in Great Britain, for permission to publish the book which is based on the experience gained during the last sixteen years in organizing the Madras University Library and teaching the subject to the students of the School of Library Science ;

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PREFACE

BY THE MADRAS LIBRARY ASSOCIATION

With the object of spreading the essential ideas of the Library Movement and of directing thought towards the creation of a library service suited to our country, in 1929 the Madras Library Association inaugurated its Publication Series. The first volume, *The library movement*, was by Diverse Hands. The next seven volumes were all by S. R. Ranganathan. As their titles show they dealt with technical and practical aspects of library work: *The five laws of library science*, 1931; *Colon classification*, 1933; *Classified catalogue code*, 1934; *Library administration*, 1935; *Prolegomena to library classification*, 1937; *Theory of library catalogue*, 1938; *Colon classification*, second revised edition, 1939. All these volumes have circulated well both in India and abroad.

As another instalment of this Publication Series the Association now publishes the first volume of *Reference service and bibliography*, the manuscript of which Messrs. S. R. Ranganathan and C. Sundaram have been good enough to place at its disposal.

The Association hopes that this volume will circulate as widely as its predecessors and that it will help libraries in India and elsewhere to organize their work in an efficient, scientific and serviceable way.

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FOREWORD

I most willingly accede to Rao Sahib S. R. Ranganathan's request that I should write a Foreword to his book; and indeed I deem it an honour to be allowed to do so. Mr. Ranganathan's contributions to library science are so well known, both in India and elsewhere, that a new volume from his pen is assured of as warm a welcome as any of its predecessors. I have found this present volume stimulating and wholly delightful. It covers an immense range. It is not only scientific in the strictest sense of the word, but also abounds in the most practical wisdom. And when I add that it is full of a broad humanity, I am not referring merely to the wit and humour which adorn its pages, but to the author's love of good books and good literature which shines out in every chapter, and to his ardent desire to make both more readily accessible to the world at large.

I have had the privilege of meeting Mr. Ranganathan in the great library over which he presides, and in which, with the assistance of Mr. C. Sundaram, his co-adjutor in this book, he guides and inspires all those who seek after knowledge; and it is therefore an added pleasure for me to write these lines. The proverb says that

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good wine needs no bush, and a book by Mr. Ranganathan needs no commendation from me; but I wish for it a successful career and very many readers, and I am quite sure that it will make new friends wherever it goes. There is in it an exquisite quotation of some words spoken by Sita to Rama: "I do not instruct; I only remind you out of my love and regard for you." Mr. Ranganathan tells us that these words describe what should be the correct attitude of the reference librarian; I can think of no words more exactly appropriate to describe the attitude of the author himself in this book.

NEW DELHI, MAURICE GWYER

December 13, 1940.

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PART 1

REFERENCE SERVICE

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CHAPTER 11

GENESIS OF REFERENCE SERVICE

Reference service may be provisionally defined as a process of establishing contact between reader and book. It is necessary to remember that it is only one among many processes which aim at that result. As the Laws of Library Science[1] slowly asserted themselves and began to depose the anti-laws, the library profession had to adapt itself by slow degrees to the new situation so created. The result of the ultimate establishment of all the Five Laws was to revolutionise the functions of the staff of a library and, in particular, to introduce this new function of establishing contact. A systematic account of this revolution is given in the *Five laws of library science*. A short resume may be sufficient here.

111 What is a Library?

The very definition of the term "library" has undergone a great change. It has had different meanings at different times and more than one even at one time. An early meaning, now obsolete, is "a place where books are written." In this definition there is no mention of readers, explicit or implied. Hence one cannot speak of reference

[1] Ranganathan (S.R.). *Five laws of library science.* 1931. (Madras Library Association, publication series, 2).

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service in libraries which mean such places. Another meaning which has been persisting from very old times is indicated by the following passage in Chaucer's translation of Boethius (1374) :

> " The walles of thy librarie aparayled and wrought with yuory and with glas . . . in whiche I putte not whylom bokes, but I putte that that maketh bokes worthy of prys "[2]

It can be seen that the term ' library ' is here used for a place set apart to contain books, *e.g.*, a room in a house, or a building in a town. It is used in the same meaning in the succeeding centuries right up to recent times, as shown by the following illustrative passages :

> " 1779. Camden's *Letters*—I there saw his library ; that is a room which contained his books.
>
> 1854. Collin's *Hyde and Seek*—Zack descended cautiously in the book parlour which was called a ' library' "

Even here there is no mention of readers and so reference service could have had no place whatever in such libraries. Another sense in which the term ' Library ' is frequently used, is " a collection of books "—merely a collection as such. Libraries in this sense have been formed at all times by royalties, noblemen and even commoners. But readers did not form a necessary part of such libraries. Hence the problem of establishing contact between reader and book would not have arisen in them.

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[2] Chaucer (Geoffrey). *Boethius de consolatione philosophie.* Book 1. Prose 5.

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King Charlemagne, for example, is said to have been persuaded by his English librarian, the Alcuin of York, to 'collect a library.' But look at his use for it. The monarch expressly directed in his will that the collection should be sold and the proceeds given to the poor. According to Al-Makkari's *History of the modern dynasties in Spain*, the inhabitants of the metropolis, Gordova, were renowned in the tenth century for their passion for collecting libraries. To such an extent had this urge for collection increased that any man in power holding a place under government considered himself obliged to have a library of his own and would spare no trouble or expense in forming collections of books, merely in order that people might say "such a one has a fine library." We have similar accounts of the passion for collecting libraries among the Muhammadans in the Eastern Kingdom. We have, for example, the story of a Persian nobleman paying a fabulous price for a book, not because he was concerned with its contents but because its size and its binding would just make the book fittingly fill and fillingly fit an awkward gap in his library. Some of the valuable private collections of North India, now sadly scattered throughout the world, owed their origin to this passion for collecting libraries, that prevailed in the court of the Mughul emperors.

Libraries in this sense, *viz.*, 'a collection of books' have been all along symbols of respectability[3].

[3] Madras Library Association. *Memoirs*. V. 1. 1940. Pp. 12-14.

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They have been mostly private-owned. In some cases, the owner might use them himself, but there could not have been in their atmosphere any desire to make the people at large use them. Speaking about Gosselin who presided over the Royal Library at Paris from 1560 to 1604, Scaliger writes in his epistle of 1605,

> "I knew his way forty years ago! too ignorant to *use* the library himself and too jealous to allow others to use it."

Such a description may well suit many a librarian of the earlier days, but not, we wish, any one to-day!

Surely reference service is the very opposite of what such libraries needed.

112 A Promising Definition

In addition to these definitions, the *New English dictionary* gives another meaning describing the library as a public institution or establishment. Certainly, it is this definition that must be pursued by one interested in reference service. For reference service is a method of dealing with persons. There will be opportunity for such a method only in human institutions which have functions which will bring them constantly in contact with persons. Let us see, therefore, what functions are ascribed by this dictionary to the library. Let us quote in full this promising meaning.

> "A library is a public institution or establishment charged with the care of a collection of books and the duty of

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making them accessible to those who require use of them."

This definition ascribes two functions to the library. Let us take them in order and explore the possibilities they offer for the advent of reference service.

1121 FIRST FUNCTION

The first function is " the care of a collection of books." This means protecting the collection from the ravages of the four enemies of books : fire, water, vermin and human beings. Surely this task would have nothing to do with reference service. For a long time it was this task that was regarded as the main, if not the sole, function of a library. Accordingly the technique necessary for the due discharge of this function has been well perfected and the libraries have been very zealous in discharging it. Naturally the spirit that dominated in them was janitorship or caretaker-ship and certainly not establishing contact with readers ; the zeal of caretaker-librarians worked, on the contrary, in quite the opposite direction.

1122 SECOND FUNCTION

The second function is " the duty of making them (the books) accessible to those who require the use of them." It gave an opportunity for looking upon human beings, at least occasionally, as different from book-thieves. The duty of making the books accessible to those who required the use of them was not, however, taken up with any great avidity. On the other hand, the age-long tradition of caretaker-librarianship, coupled with the absence of the

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necessary technique to deal with a large volume of issue, was militating against the due discharge of this second function. Indeed it appeared to be working at cross purposes with the first function. It took practically the whole of the nineteenth century to reconcile these two. Many of the library anecdotes of the last century show how often the second function had to give way. To quote but one example, there was the librarian of an American University whose unusually cheerful look on one day, was explained by himself to be due to all the books being in the library except two which he was going to rescue from the hands of a professor![4]

11221 LIBRARY ATTENDANTS !

However, as the nineteenth century advanced, and acts of compulsory education equipped an increasing number of people with the power to read, the second function had to be discharged at least in a very literal sense. That is to say, if anybody voluntarily came to the library and asked for a book, the library staff began to feel their obligation to produce it. But this was done mostly in a very mechanical way without any sympathetic human relationship established between the library staff and the reader. The work of the staff was at best comparable to that of a salesboy. In fact, the survival of the designation 'library attendant' is full of meaning. The unwillingness of many of our libraries even to-day to change that designation

[4] Koch (Theodore Wesley). *On university libraries*. 1924. P. 27.

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shows that they are still having the nineteenth century atmosphere in them.

11222 NOT YET

By the beginning of the twentieth century, the library profession had developed enough technique to discharge the second function in a more satisfactory and efficient way. But an examination of this function, namely to produce books on demand, will show that the advent of the spirit of reference service was not one of its necessary concomitants. Actual experience also shows that the spirit of reference service was not at all visible even in the libraries that satisfied this dictionary definition in an exemplary way. Look at the stricture implied in the remark passed by Mr. Gladstone in 1859. As Chancellor of the Exchequer he told the House of Commons :

> "The duties of the assistants in the British Museum Library are so easy and agreeable that their salaries might well be proportionately light."

Unfortunately, in the India of 1940, there appears to be many a nineteenth century man in positions of power and influence paying homage to this 1859 sentiment of Gladstone.

11223 GLADSTONIAN OUTLOOK

With such a Gladstonian estimate or interpretation of the second function of libraries which alone brought the staff into contact with human beings, it is no wonder that genuine reference service could

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not take shape. Indeed according to James I. Wyer[5]

"The theory of what passed for reference work a half-century ago was: Provide the books and keep out of the way of readers as much as possible."

"Make the books easily available in reading rooms so that the time of the librarian and assistants may be economised for other labour."

11224 DISCLOSURE DURING THE GREAT WAR

But a great change came over the phrase "reference work" in the train of a similar change that came over the definition of a library since the last Great War. This change in definition however does not find a place in the *New English dictionary*; accordingly the phrases "reference work" and "reference staff" are also missing in its pages. One has to remember however that the L volume of the Oxford Dictionary was published as early as 1901. Hence, its definition is only descriptive of the functions of a library as they were understood in the nineteenth century. But we have had forty years of momentous history since that definition was recorded. One Great War had come and gone in the interval and a Greater War has begun. It is well known what revolutions had been brought about by the last Great War in practically every department of human activity. Among other things, it gave a rude shock to the complacent manner in which most of the States were spending phenomenal sums on universal elementary educa-

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[5] Wyer (James I.). *Reference work*. 1930. P. 3.

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tion, *i.e.*, on purchasing literacy for their citizens, without devoting a moment's thought to the necessary means of keeping up that literacy. The pre-war educational edifice of practically every country was like a mud building without a roof. We need not dwell in detail upon how the illiteracy and incompetence of thousands of so called educated recruits of the army served to disclose the huge waste of public money that attended a compulsory educational system not backed by a compulsory library system. It is enough to say here that country after country began to put a Library Act in its statute book after the close of the last Great War.

113 THE NEW THIRD FUNCTION

As a consequence, libraries began to multiply in great numbers in most of the countries. They were all created by the legislature and charged with the definite task of arresting the educational wastage disclosed by the war. That means, a third and a new function is being assigned to libraries. This new function is that of converting every person in its neighbourhood into a habitual library-goer and reader of books.

1131 TIME-LAG IN DICTIONARIES

As stated elsewhere[6] it is a matter for regret that the 1935 supplement of the *New English dictionary* does nothing to take note of this new function and amend the definition of libraries accordingly. This

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[6] Ranganathan (S.R.). *Theory of library catalogue.* 1938. (Madras Library Association, publication series, 7). Pp. 25-26.

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giant dictionary exercises a giant's influence on lay library authorities. This serious omission therefore greatly handicaps the implementing of the new and more human outlook of libraries. Surely, the British Library Association should take this matter up with the editors of the *Dictionary*.

1132 WHAT IS THE SANCTION?

Apart from giving suggestions to the learned editors of the *Dictionary* we have now to examine the new function from our point of view and see how far it favours the advent of reference service in libraries. After seeing that conversion of every person in the neighbourhood of the library into a habitual reader of books is recognised as a necessary duty, we have to examine what methods are available for libraries to discharge it. Can they ask their parent legislatures to arm them with the necessary magisterial powers to penalise citizens that won't use libraries? Even if such a sanction could be got it can be easily seen how difficult it would be to enforce it. The penal clauses in the Public Health Act are cases in point.

1133 EMERGENCE OF REFERENCE SERVICE

The library profession realised the futility of the method of forced conversion and unanimously decided on the humanisation of their duties: on the establishment of contact between the right reader and the right book at the right time and in the right personal way as the only available and effective method of discharging the new function. This

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it calls " reference service." The profession cannot yet be said to have completely explored the full feasibility and ramifications of reference service. The exploration is being actively pursued and every year new attitudes are being developed under the urge of the spirit of humanisation. The present attitude is that reference service implies " the provision of human beings as canvassing agents for books. Their business should be to interpret the books to the readers."[7] It is further required, quite contrary to Wyer's description, that the time of the staff spent on other labour should be minimised so that the greatest number of the most well informed and efficient among them may be spared for reference service for the longest time possible.

114 LIBRARIANSHIP AS SALESMANSHIP

Canvassing agents for books ! Yes. Canvassing agents. That is the spirit of this new method called reference service. Indeed to use the most general term, an answer to the what of librarianship as understood to-day is found in the word " salesmanship." Perhaps that term might bring to one's mind greasy hands and oily loin cloth. Certainly no librarian will allow greasy hands and oily loin cloth in his library. Or to some, this word " salesmanship " may recall the picture of an aggressive, selfish and self-willed fellow who would force some unwanted commodity on them. That kind of " salesmanship " is bound to be short-lived. At

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[7] Ranganathan (S.R.). *Library administration*. 1935. (Madras Library Association, publication series, 5). P. 346.

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any rate, a library is not to gain much by associating itself with " salesmanship " of that sort. It is really trickery. Then what is the definition of "salesmanship ?" It is certainly different from the two already mentioned. It is a definition that is coming more and more to the front in recent years not only in the commercial world but even in the sphere of governmental administration. We may start with a definition given by a town clerk of a big city in England. According to him,

> " Salesmanship is the art of so presenting the advantages of a service or of a commodity that the prospective customer appreciates its benefit to him and is willing to pay the price asked."[8]

For our purpose, we shall extend this definition a little further. We have to do it because there is no question of ' paying the price asked ' by the individual customers in a library. One should not forget that a public library is a free library in the sense that it is free to all. The price of its service is not paid by each customer then and there or in proportion to the service he derives. On the other hand, the price is paid by the community as a whole in the form of a tax or rate, the amount paid being proportional to the length of the purse of the person who pays the rate. That is an aside however. All that we want to say here is that the payment of price is not at all to be made visible in the library atmosphere. Hence we

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[8] *Public administration*. V. 11. 1933. P. 268.

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would fix the meaning of the term for our purpose as follows :

> " Salesmanship is the art of building up appreciation of the value or the desirability of a service, idea, or ideal, so that it is accepted and satisfaction follows its adoption.[9]

Librarianship is salesmanship in that sublimated human sense.

115 EVOLUTION OF NEW TECHNIQUES

In the art of building up appreciation and acceptance of book service, the library profession employs several techniques and is continuously inventing new ones.

1151 TECHNIQUE NO. 1. OPEN ACCESS

" Open Access" was the first technique to emerge. " Let the customers handle the books. Let them be allowed to go to the shelves without let or hindrance. No doubt this may result in additional damage to books and even in the loss of a few. Let us put that down as part of unavoidable overhead charges. Without sacrifice we cannot attain an ideal. Remember Carnot's law of thermodynamics. Nature demonstrates that the transformation of one form of energy into another must necessarily involve the loss of some energy. So also in transforming the potential energy stored up in mute inert books into intellectual and spiritual energy that can activate human beings, some loss and leakage are inevitable. This law of nature—Carnot's law—

[9] *Modern librarian.* V. 4. 1934. P. 97.

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is inexorable." That is the spirit of "open access." And so the first effect of the assumption of the new third function by the libraries has been to recognise this law of nature, to take courage and to forge the technique of "open access." To what extent this new technique has transformed everything in a library has been described elsewhere[10].

1152 TECHNIQUE NO. 2. TICKET-CARD SYSTEM

To eliminate the dangers of the incidence of impatience in the customers, the technique of ticket-card charging system has been invented. This has mechanised the issue system and almost perfected it.[11]

1153 TECHNIQUE NO. 3. CLASSIFIED ARRANGEMENT

The third technique to emerge was a result of open access. Human mind in a state of search and enquiry proceeds essentially on systematic lines. Its tempo of search will be maintained without deterioration only if the books are arranged in a classified order. Otherwise many a reader who comes to the shelves may go back in disgust without appreciating the value of the books. This accounts for the introduction of the classified arrangement of books in libraries. This has involved the libraries very deeply in the science and art of classification. As a result this subject which was once the close

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[10] Ranganathan (S.R.). *Five laws of library science.* 1931. (Madras Library Association, publication series, 2).

[11] Ranganathan (S.R.). *Library administration.* 1935. (Madras Library Association, publication series, 5). Chapter 6.

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preserve of the specialists in logic and natural science is now being cultivated and improved beyond measure by the library profession under its new urge. We are far from finality in this matter. There are many unsolved problems.[12]

1154 TECHNIQUE NO. 4. ANALYTICAL ENTRIES

As books are complex entities and invariably cover wide and sometimes even incommensurable fields, even open access and classified arrangement are not sufficient to disclose their full value to customers. Hence the technique of analytical or cross reference entries has been developed and practised in the building up of the library catalogue[13].

1155 TECHNIQUE NO. 5. PUBLICITY

To attract new readers, the library profession has whole-heartedly adopted the technique of publicity. Publicity by individual-libraries and by a central organisation like a National Library Association is no longer looked upon as too vulgar for the academic purpose of libraries. It is rightly argued whether the powerful technique of advertisement should be used only to cater to the lower urge in humanity and to corrupt its taste still further. It is rightly asked what is wrong in using

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[12] Ranganathan (S.R.). *Colon classification*. 1939. (Madras Library Association, publication series, 8). P. 1. 14.

[13] Ranganathan (S.R.). *Theory of library catalogue*. 1938. (Madras Library Association, publication series, 7). Part 3; and

Ranganathan (S.R.). *Classified catalogue code*. 1934. (Madras Library Association, publication series, 4). Chapter 2.

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its power to stimulate intellectual and spiritual cravings and thereby elevate humanity[14]

1156 TECHNIQUE NO. 6. STACK-ROOM GUIDES

Having got Mr. Everybody inside the library by publicity work in market places, streets and homes, the new urge in librarianship engendered by the new third function has directed attention to the technique necessary to hold his interest and work on his curiosity. This is the technique of book-display, shelf-arrangement, tier-guides, gangway-guides, bay-guides and shelf-guides[15].

1157 TECHNIQUE NO. 7. REFERENCE SERVICE

All these were techniques found necessary to establish contact between reader and book. But they were not sufficient. There is a general reason for this. Most of the above-mentioned techniques amount to mechanisation. Mechanisation involves the abstraction of the known from the unknown. It also implies the use of such things as will, in large measure, " stay put " once they have been abstracted. That is, their organic properties are such as can be held in check ; ideally these would be completely destroyed. And the organic property, which is disregarded if not destroyed, is of course the living

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[14] McColvin (Lionel R.). *Library extension work and publicity.* 1927.

Ranganathan (S.R.). *Ed. Papers offered to the Library Service Section of the First All Asia Educational Conference, Benares,* 1930. Pp. 429-433.

[15] *Vide* Brown (James Duff). *Ed. Open access libraries, their planning, equipment and organisation.* 1915. Chapter 5.

Ranganathan (S.R.). *Library administration.* 1935. (Madras Library Association, publication series, 5). Sections 81 ; 833:5.

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property. So it is that we say that mechanised things are "dead."

Anyhow mechanised things are dependent things: they exist for use and are dependent upon use for beauty. A turbine at work is a thing of wonder and of beauty; but out of use, it is deader than it was before its elements were taken from the earth. Because of this need for redeeming use the multitude of mechanisms with which we are surrounded may justly be regarded as appealing objects making persistent demand upon us—as things which, because of their inanimation, threaten us with the sense of death unless they are continuously dowered with our own life energy.

This pressing demand made by the mechanisms and techniques amidst which we live compels from us a question of momentous importance. How much have we the desire and strength to animate them before they become burdensome. When the material and technical activity of conducting a library begins to take precedence over the experience of living, sooner or later we shall have to pay in ennui and decadence[16].

Hence the need for introducing a human agency which will redeem everything else by putting them to active use; when the reader comes amidst the library, there must be someone to say

"Take my hand;
For I have passed this way,
And know the truth."[17]

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[16] *Adelphi.* V. 16. November 1939. Pp. 44-46.
[17] Townshend (Frank). *Earth.* 1935. P. 83.

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In addition to this general reason there are three special reasons for providing that "someone." First, books are after all artificial entities. Appreciation of their value does not come naturally. It has to be induced deliberately. This cannot be done except by personal methods.

Secondly, in the catalogue which lists the artificial entities called books we reach a higher order of artificiality, which we call by the dignified name "conventions." The cataloguing conventions are on the surface so contrary to what Mr. Everybody is familiar with that he needs personal initiation.

Thirdly, the psychological tempo of Mr. Everybody is such that we cannot retain his custom unless he is given prompt and exact service in a personal way. He is human and a human personality alone can keep him in good humour and make the appreciation of the value of books blossom in him and transform him into a willing beneficiary of the library.

If such a human personality is not provided the potentially great plenty in the holdings of the libraries of to-day will be nothing but a mockery. Indeed the problem in libraries is no longer one of scarcity in any sense, except that of scarcity in the human converters of the potential energy of books mouldering on shelves into the kinetic energy of use by readers—which in its turn is due only to scarcity of initiative in high places and of understanding generally.

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116 FINAL DEFINITION

This leads us to technique no. 7. It is called Reference Service. It is the process of establishing contact between reader and book by personal service.

So far as knowledge is intuitive or hereditary the need for reference service will not be seen. But with our present insistence on equality of opportunity reference service becomes essential to national progress and efficiency.

117 HOLISTIC PRINCIPLE

Reference service, let it be repeated, is but one of many processes to achieve one and the same end. The several processes should not be looked upon as independent of one another. No one of these techniques should be developed without relation to the others. Their holistic setting should not be lost sight of. As expounded elsewhere[18] it should also be remembered that there is now-a-days division of function between Classification, Catalogue, Reference Service, Stack-room Guides, Issue Methods and Open Access. None of these need any longer delude itself that it alone is solicitous for the man in the street. Each of these must be prepared to share its solicitude with the other factors of the library. Thus its own efficiency and the very justification of its individuality depend upon flexible co-operation with the others based on a holistic view of library organisation.

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[18] Ranganathan (S.R.). *Theory of library catalogue.* 1938. (Madras Library Association, publication series, 7). Pp. 369-370.

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Having thus traced the genesis and arrived at a formal definition of reference service and its relation to library organisation in general, let us now evolve the full picture of reference service in all its details with the holistic principles at the back of our mind.

118 Plan of the Book

The filling of details will be facilitated if we consider it aspect by aspect. Remembering that reference service is establishing contact between reader and book by personal service, we may search for the essential aspects by taking the two factors, readers and books, in order. We may recognise four categories among readers : the freshman, the general reader, the ordinary enquirer and the specialist enquirer. Accordingly we get four aspects of reference service : initiation of freshman, general help to general reader, ready reference service and long range reference service. Of these the first two which are of a general nature will be considered in the next two chapters of this part. Ready reference service and long range reference service will each have a part for itself.

The fifth aspect of reference service which has to do primarily with gaining intimate and exhaustive acquaintance with books will be dealt with in the fourth part entitled " Bibliography."

A fifth part is added giving illustrative lists of reference books and bibliographies. It will constitute in effect a special bibliography of reference books and a bibliography of bibliographies.

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CHAPTER 12

INITIATION OF FRESHMEN

121 What?

1211 Initiation into General Arrangement

In the last chapter we saw that the library as it is understood to-day is a human institution which should attract to itself all the citizens in its area. We also saw that all the readers are to be admitted into the stack-room and allowed to browse among the books and help themselves. If we remember the fifth law " A library is a growing organism "—an organism that grows both in its readers and in its books—it can be realised that the very vastness of the book collection of the library will, in spite of a most carefully worked out system of placards and guides, be bewildering to many readers—at any rate to those who are comparatively strangers. Hence one of the first things to be done by the reference staff is to relieve the bewilderment which often confronts readers who are meeting for the first time a large and highly organised library. Taking them on hand and showing them round with sympathy and enthusiasm which makes them feel that the library is a place worth coming to, is one kind of initiation.

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1212 Initiation into the Classification System

Taking a closer picture of the reference librarian and the freshman walking round the stack-room, we shall find that a good deal of their conversation centres round the arrangement of the books on the shelves. The freshman cannot but be struck by the helpful order in which the subjects, as announced by the gangway-guides and bay-guides, follow one another. The reference librarian is sure to lead him further into a closer examination of the way in which the books in a particular bay stand in relation to one another, as indicated by the shelf-guides. After crossing a few bays and when the freshman shows signs of having been acclimatised to the situation, the reference librarian is likely to invite his attention to the manner in which the books on a particular shelf cohere in a helpful filiatory order. In this he enters the second phase of initiation *viz.* initiation into the system of classification in use.

1213 Initiation into the Sequences of Arrangement

Thus passing on to the freshman the secrets of the classifier's art in small enjoyable doses, observing with awareness the rate at which the freshman absorbs the system that obtains in the library and taking care to see that the curiosity of the reader is heightened at every step, the reference librarian probably finds it possible to tell him the need the library has felt to arrange the books in different sequences like the main sequence, the secondary sequence, the tertiary sequence, the special sequence,

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the undersize sequence, the oversize sequence and so on. He finds opportunities to warn the freshman that he will be missing much of the help that the library can render him if he confines his attention solely to the main sequence. Of course the extent to which emphasis will be placed upon the different sequences will depend upon the standing —the academic or educational standing—of the freshman. If he were an ordinary reader who primarily seeks recreative value in the library the emphasis would fall on the main sequence. If he showed research interest the emphasis will naturally fall on the periodicals sequence and undersize sequence. If he showed antiquarian interest more time would naturally be spent in the elucidation of the secondary and tertiary sequences. This would constitute the third phase of initiation.

1214 INITIATION INTO THE USE OF THE CATALOGUE

Perhaps by this time the reference librarian and the freshman have become sufficiently intimate and begun to understand each other. The latter should have also caught something of the enthusiasm for books with which the former overflows. That explains the two being doubled over some tray of the catalogue cabinet. We have already stated that a library catalogue is an artificiality of the second order with bewildering conventions. The reference librarian is trying his best to break the mask of artificiality and help the freshman to probe inside the trays and discover what a lot of helpful information is found packed in the various cards,

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some white, some green, some pink and so on. The freshman asks in wonder how in the world such detailed analysis of the books is prepared. He is told that all that is done to save his time, and to help him to find his books promptly and exactly. He is told how he can spot out his books from whatever side he approaches it—subject, author, title, editor, translator, commentator, series, etc. This familiarisation of the freshman with the structure and use of the library catalogue constitutes the fourth phase of initiation.

1215 Initiation into Library Rules

The last phase consists in telling the freshman of the personal service he could get and of the way in which he should reciprocate. The reference librarian would have by this time become such a friend of his that he could take liberties with him and even crack jokes. Such a lighter vein is necessary to initiate the freshman in the details of the mechanism of issue work, to read with him the rules of the library and bring home to his mind the full import of the restrictive and penal clauses in the rules. A negligence of this side of initiation would result in unpleasant repercussions at a later time. There are cases where a reader of ten years' standing expressed surprise at the provision of monetary sanction for enforcing return of books at proper time. The ignorance of the rule about sub-lending is usually brought to light after a most embarrassing experience at the counter almost leading to bitterness. Occasionally cases arise when the readers'

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ticket is destroyed like a bus-ticket, in spite of its stiffness. Having thrown it away, when the reader is denied loan of books he bitterly complains that he was never told at all that the tickets were to be preserved and produced in exchange for books. Whatever legal protection the library may have by the mention of all such information in its rules, omission of explicitly and personally telling the freshman of the use and the importance of the readers' tickets is a source of irritation which would be avoided by an experienced reference librarian with a human outlook.

This personal explanation of the mechanism of issue work and emphasis of the duties and the privileges of a user of the library form the fifth phase of initiation.

122 WHY INITIATION?

As it is understood to-day the library is an instrument of self-education. The fifth law of library science would make it a growing organism. In particular it grows in its stock of printed resources and in the number of its patrons. Even libraries which may be small to-day will become large very soon. On account of its size, a library has to adopt many complex aids and apparatuses to make itself efficient as an instrument of self-education. Most of the reasons for a special initiation of readers in the use of the library and library apparatus flow really from its magnitude. A small library of a few thousand volumes will not show up the need for

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any special initiation of readers. The difficulties of using a library appear only when its size exceeds a certain limit, even as the problem of erecting a hall assumes great complexity and requires the services of a specially initiated engineer if its dimensions—its width, length and height—exceed a certain limit.

1221 SPECIALISED DEPARTMENTS

A modern library of any appreciable size has to organise itself on a functional basis in order to distribute the visitors comfortably and to secure for them proper attention from the staff. The circulation department has to deal with hundreds and thousands of visitors and members and has to maintain and regulate an accurate record of all the use, whether in library or outside it, of all its resources. Situated as it is at the point which controls the only exit and entrance of an open access library and having to attend to the stream of visitors that come in and go out continuously throughout the day, the counter-section cannot devote more than a minute's attention to any particular reader. Still the readers seldom realise, unless they are told, that any attempt on their part to get into discussion with the counter-staff holds up traffic. Again if they are not initiated in the correct way of presenting their books either for charging or discharging they make such a bungle that they annoyingly, though unknowingly, create a congestion at the entrance or exit gate as the case may be.

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1222 CATALOGUE ROOM

There is then the catalogue room. In spite of this room being quite on the way of the reader with a large signboard announcing its name and in spite of an impressive battery of catalogue cabinets on which tell-tale placards stand perched, how often does not the freshman ask " where is the catalogue?" Of course if he is of the shy variety he may not even put this question but simply look scared or fidget about with hesitation and fear. In either case he needs attention. The section of the library staff that can give him the necessary attention is the reference section.

1223 ENQUIRY DESK

Then we have the reference department with the enquiry desk. Its existence, the kind of service that it offers and the right of the readers to exact service from it are so peculiar that a freshman unacquainted with modern library-outlook seldom believes their possibility unless he is told about them and even given a regular demonstration. The information service of a modern library is unique in this : its service is absolutely gratuitous. It is intimately personal. It answers queries and finds out facts for readers, without questioning whether they are for public or private purpose. Anywhere else the freshman is accustomed only to service on payment. The effect of this experience is so deep that many a freshman either does not believe that the offer of gratuitous personal service is serious or deludes himself with the idea that the special atten-

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tion he receives is something peculiar to him and to that particular occasion.

1. The head of a department of government who called at the library for a piece of specialised information falling within the purview of his department found a member of the reference staff attend to him throughout the half-an-hour he stayed in the library, *i.e.*, until he got satisfaction. He felt flattered by this special attention. He thought that it was all due to his official position and went into the librarian's room to render his thanks for it. But when the librarian said that the staff had only done their duty and that it was done to every serious seeker after knowledge or information, he was surprised and asked "Do you help everybody like this !"

2. When an important tenancy bill was on the legislative anvil and the landlords were in a flutter, an agent of the Landholders' Association was desperately searching for some old enactments of an earlier century to collect data for opposing the bill. When the act was located for him he felt the need for several other subsidiary data such as the speeches in the then legislature, the sequence of amendments up to the latest consolidated act, the parallel data pertaining to other countries and some theoretical exposition about the rights and duties of landlord and tenant. He said he could persuade the Landholders' Association to pay for it if some smart member of the staff would help him in tracing all such information. But the reference section had already anticipated a run for that kind of information and had prepared in advance a fairly exhaustive bibliography. When this bibliography was put into the hands of the agent he was agreeably surprised. He even became so cynical and apprehensive of danger to his profession and remarked "If my principals know that libraries offer gratuitous

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service in this manner we shall soon be losing our jobs ! "

3. A much more telling experience came our way when a rich zamindar was in trouble. He was driven from pillar to post by the paramount power and he was standing at bay. In his despair he construed that all the actions directed against him amounted to making a slave of him. A brilliant idea entered his mind at this stage. " The League of Nations—of the enlightened nations—would have certainly adopted a convention against slavery. The government of my country is a member of the League of Nations. Hence any such convention is binding on it. If only I could get the text of that convention ! " In this mood the zamindar accompanied by his private secretary rushed into the library one morning. The reference librarian on duty did not know either that he was a zamindar or that he was a persecuted zamindar or that he had a bee in his bonnet. He simply took up the convention against slavery as a usual reference question and after a few minutes of search brought before the enquirer the pertinent volumes of the *International conciliation* with the correct pages thrown open. The service was so exact and prompt that the zamindar instantaneously tossed a hundred rupee note. The reference librarian would not accept it.

" How grateful I am ! Elsewhere I have spent hours on this without success. You have helped me after all. You have taken so much trouble. I must pay for it ! "

" No. I have simply done my duty. It is part of my routine and I am already paid for it by the library authorities."

" What, you have already been paid for finding out for me the convention on slavery !"

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Surely the freshman needs enlightenment on the new functions that the modern library has assumed. He has to be told in particular of its free information service.

1224 OPEN ACCESS

Similarly he has to be told about its new methods, such as open access. It has been shown elsewhere how open access emerged as a necessity under the pressure of the inexorable Fifth Law[19]. This new feature—open access—has thrown open to every reader the sanctum sanctorum of the library—the stack-room—which was hitherto completely hidden from his view and zealously guarded against his intrusion. The freshman does not easily shed his inherited impulse to withdraw himself involuntarily at the approach to this hitherto prohibited area in the library. Even when he is pursuaded to step in, he regards it merely as a privilege to gaze round. He is still too nervous to touch the books and much more so to pull them out from their resting place. He often stands dazed. When he is encouraged to touch and handle them, he is puzzled as to where he can settle down and read. He needs to be told that the books may be carried by him to the reading room for study or even to his home after being charged at the counter if he registers himself as a member. While so much of initiation is in the interest of the freshman, there is one instruction which has to be rubbed in in the

[19] Ranganathan (S.R.). *Five laws of library science*. 1931. (Madras Library Association, publication series, 2). Pp. 403-408.

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interests of the library itself. He has to be told that open access gives him the privilege of taking out books but not that of replacing them in the shelves. He must be told that the books should be left on the reading room table or at the counter—whatever be the convention of the library. If the telling of this does not form part of his initiation, he invariably tends to carry the books back to the stack-room and we know what chaos would result if each reader replaced his books on the shelves in a large library.

1225 SCHEME OF CLASSIFICATION

The open access system brings to prominence the necessity for initiating the freshman in the scheme of classification in use. However logical the scheme may be it cannot escape altogether an element of artificiality. There is no unique system of natural classification even for the universe of abstract knowledge. When it comes to classification of embodied knowledge or books many complications set in. It means that there is little chance for any freshman, however gifted, to understand the scheme of classification naturally, that is without initiation. And most readers have another handicap. Partly due to the dominance of alphabetical arrangement in many affairs of life (witness the alphabetical order in which the names of children are arranged in the attendance register which they hear read out day in and day out throughout their educational career) and partly due to the impression they get from tradition, most freshmen come prepared for an

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alphabetical arrangement of books on the shelves. Many of them would have never heard of the possibility of a classified arrangement. They simply feel puzzled at the apparently chaotic order of the books on any single shelf. This reaction is likely to be very pronounced if the book numbers are based on the year of publication rather than the name of the author. Nothing whatever is gained by leaving the freshman to struggle over this problem unaided. It is helpful to tell him even in his first visit something of the scheme of arrangement. Yes. Initiation of freshman should shake his mind free from alphabetical fixation. No doubt some people think that the necessary illumination can be vouchsafed for him by the supply of a carefully worded guide to the library in which the scheme of classification is briefly explained along with other matters. But however lucid the guide may be it is doubtful if an ordinary man can help himself by simply reading through it. Our experience is that a personal initiation made in the concrete setting provided by the stack-room and carefully adjusted to the capacity and the previous knowledge of the individual freshman is far more effective and economical. The question is which is the section of the library to which this personal service to the freshman would be most appropriately entrusted. Surely it is the reference section, which forms the liaison between reader and book. That is why initiation of readers is looked upon as an integral part of reference service.

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1226 RULES OF THE LIBRARY

Again it is necessary to see to it that the freshman reads and understands the rules of the library. In the majority of cases, the copy of the rules given to him involuntarily slips into his pocket, without waiting to be read. We don't gain much by saying that it is due to faulty training. The fact is there and there is need for somebody to remind the freshman that the rules are to be read and understood in the first instance. Who is that somebody if he is not the reference librarian?

1227 SPECIAL ROOMS

Similarly the freshman has to be told of the use of the other parts of the library such as the newspaper-room, the periodicals-room and the research-room. Sign boards there may be. A plan of the building there may be. And yet in the case of a large number of freshmen, they appear to become invisible to their eyes or they do not deliver their full message. The psychology of the freshman appears to be really abnormal psychology. His hesitancy and shyness are best dissolved by the kind words of a sympathetic reference librarian. He has to be told of his privileges and his special duties and responsibilities in using those special rooms. He is best told these things by the reference librarian.

1228 APPROACH FROM THE SIDE OF READERS

Till now we have been pursuing the why of initiation from the point of view of the complexity in the structure of the library and library apparatus due

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to the Fifth Law of Library Science. Let us next examine what light is thrown upon it if we view it from the side of the reader. Such an initiation, it may be contended, would not be necessary in the case of the educated adult. The contention would be true if the education of the adult had included instruction in all these matters. But we know how notoriously educational institutions—particularly in the India of to-day—leave them untouched.

Even in the United States, the land of libraries, the first systematic code on the initiation of children in the use of school libraries appeared only so late as 1927[20]. But surely it is impossible that the moment such a code is published the adults of the community will become so proficient in the use of library apparatus as to make initiation by the reference staff redundant. It is no exaggeration when we say that it will take at least one generation before the members of the community would have their initiation in the use of libraries completed before leaving school—this is assuming that the library would have by that time been recognised as the heart of the school. But when we contemplate the lethargy that still persists in school authorities in their relation to the school library it looks as if it will take a century before the library becomes the heart of the school. Hence we may safely assume that the initiation of freshmen will continue to be a necessary part of reference service

[20] American Library Association. Education Committee. *School library year book.* No. 1. 1927. Part. 2.

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in all kinds of libraries throughout our lifetime. Again even when the whole community has become library-minded and every person becomes an expert in using libraries by the time he leaves school, this work of initiating freshmen will continue to be an important part of reference service at least in one large class of libraries, *viz.*, school libraries.

123 How to Initiate

1231 Geniality

Geniality is the first requisite in the initiation of the freshman by the reference staff. Except for passing by the counter staff at the moment of entering the library the reference librarian is the first human constituent of the library which the freshman comes across. Hence the first impression that he forms of the hospitality of the library is likely to be largely conditioned by the manner of the reference librarian. Hence if the work of the publicity section of the library is to be fruitful and result in permanent additions to its customers, the genial reception of the freshman by the reference staff becomes a necessity. When the reader goes home his memory should constantly tell him " The bewitching smile of the gentleman at the library is still before my eyes. I love to go to the library as often as possible, even if it be merely to meet him."

1232 CLASSIFICATION

A moment's talk with the freshman is sure to disclose the main subject in which he is interested.

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As soon as this is ascertained the freshman should be taken to that part of the stack-room which houses the books in that subject. While amidst the books congenial to him a few further questions will elicit from him the specific subject that might interest him at the moment. It would be best to begin by showing him the books in that specific subject and interpret the numbers on their backs. The common class number and the varying book numbers are sure to attract his attention. This gives the opportunity to familiarise him with the idea of "ultimate class." With this ultimate class as centre his attention can be invited to the preceding and succeeding ultimate classes thereby showing him the filiatory nature of the succession of classes. Without in any way embarrassing him by the use of the classifier's jargon it should be impressed upon the freshman's mind that apart from the books which are placed in the ultimate class in question, information on it could also be found in parts or chapters of books falling within classes of greater extension which precede them on the shelves and that information on some particular aspects of his specific subject could also be found in the books of greater intension which succeed them on the shelf. Taking larger strides on either side of the specific subject which forms his centre of interest, it must be possible to demonstrate to the freshman the helpful order in which the main subjects themselves fall in the scheme of classification in use.

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12321 GROUPING OF SUBJECTS

Apart from thus initiating the freshman in the general picture of the layout and the detailed view at close range on one or two specific subjects which may interest him, there is the necessity to acquaint him with the grouping of the classification in use. No two minds, still less no two schemes of classification, may agree totally in the details of the partition of Nature among the sciences.

Should meteorology go with physics or with geology or with geography? Should dynamics go with mathematics or physics? Should astronomy be an independent main subject or part of mathematics? Should astrophysics be looked for in astronomy or physics? Does biochemistry belong to chemistry or biology or medicine? Is veterinary science to be found with books on medicine or zoology or with those on useful arts? Do plant pathology and plant breeding belong to botany or agriculture? What about wave mechanics, wave geometry and wave functions? This string of questions can be lengthened *ad infinitum*.

There can be no uniqueness in the answers to these questions. Whatever be the logical or psychological foundations claimed for each scheme, there is no escaping the fact that at bottom the grouping of subjects is a matter of convention—which means that the freshman is to be told and repeatedly reminded of its details and results in succeeding visits until he becomes so familiar with them that he almost begins to believe them to be natural.

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12322 TERMINOLOGY

Next comes the trouble in terminology. The names of most of the sciences and subjects are rarely static. They change from generation to generation. They sometimes change even overnight. For this there may be various casual reasons which would be trivial and even partly comical if their effect on the relation between the freshman and the classification scheme were not so grave. One or two examples will do :

> The well-known science, physics, has changed its English name in comparatively recent years. Formerly it had a name which an anecdote will disclose. There is still living and active an American physicist who says that when he went to Princeton College he haunted through the library and finally said to the librarian, " You don't seem to have any books on natural philosophy!" This gentleman replied, "Young man, come with me ! " took the boy to an alcove, pointed to a word printed in large block type on white board and said, " We call it physics ! " That happened in the latter seventies when the newer name was beginning to displace the old, as the story itself implies. A century and more ago the latter name was universal in English-speaking countries, and men who occupied themselves with machanics and sound and heat and light were known as " natural philosophers." Would that they still were ! It is a long and cumbrous title but less cacophonous than our present name of " physicists," with its three or four sibilants in three successive syllables, surely one of the ugliest words in any language. The continental contemporaries have escaped such a tongue-twisting name, which seems rather unfair, since it was they—or their fore-

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fathers, rather—who sent the word "physics" over the Channel and the Atlantic and round the Cape of Good Hope to displace the old English term. They had taken it from the Greek, of course, and had been using it in about the present sense for hundreds of years. But during those same centuries the English had gone to the Greek for the same root word and had used it to denote the art of medicine, a usage from which even now it has not been completely ousted. The simpler and more natural personal form "physician" has gone with this usage. So, we have it from ill-luck with hazards of the history of language and we should have ample cause for appealing to a court for a change of name, if only there were a court with sufficient authority. And still we have not told the chief of the linguistic misfortunes of the physicists.

Not only has their science changed its name in the last one hundred years: it has failed to pass that name—either the old one or the new—on to its children. By the children of physics we mean the colossal applied arts and sciences to which it has given birth. Let us illustrate. One boy goes to college and he graduates in geology, then he starts out into the world and makes his career by looking for oil or coal or gold; but still he calls himself a geologist and so does the world at large. What he writes is labelled geology. Another is graduated in chemistry, and he spends his life thenceforward in refining oil or making sulphuric acid or perfumes or dyes or vitamins or asphyxiating gas; but to himself and to the world at large he is always a chemist, and his books are labelled chemistry. But here is another who took up physics as soon as he came to college and continued it all through his student days and his career consists in controlling and directing physical phenomena by his knowledge

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of physical laws, or in designing machines which depend on physical principles. And what does he call himself and what does the world call him? An electrical engineer or a radio engineer or a designer of lenses or maker of turbines, or a naval engineer, or an acoustical engineer, a mechanical engineer or an aero-dynamic engineer, and only the census tables could say what else! He has not departed from physics but physics has lost the credit of his achievements. The colonies of this science have renounced the name of the mother country. And even the emigrant often has the notion that in settling in the fields of engineering he is changing his nationality whereas actually he has never left the empire of physics.

"The Statute of Westminster" appears to be working at different levels in different empires. A scheme of classification is applied to reduce them to uniformity by force of conventions. The corollary is that the reference librarian has to initiate the freshman into these conventions by slow degrees.

12323 BOUNDARY LINES

The boundary lines between these empires of the classes in the map of knowledge shift as suddenly and as frequently as those of the political divisions in the Europe of to-day. The Canon of Currency[21] plays hide and seek with their jurisdiction. In a large library with several miles of books it is not practicable to revise and repaint their nationality on the backs of books and in all associated records as frequently as the situation requires. The finance

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[21] Ranganathan (S.R.). *Prolegomena to library classification.* 1937. (Madras Library Association, publication series, 6.) Pp. 64-67.

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and the man-power required to do this job to the satisfaction of the capricious Canon of Currency are prohibitive. Hence, the libraries do the only sensible thing possible. They endeavour to carry on the administration without changing their nationality-register till there could be a sign of permanent settlement. The freshman must be shown in slow degrees all such make-shifts that every library is obliged to adopt. This side of initiation will become even more difficult if the novel classificationist principle propounded by John J. Lund and Martimer Taube is adopted. They recommend *A non-expensive classification system ......period classification*[22]. Its adoption would involve the sizing up of time into several periods of " spans of years within which knowledge presents a unified structure which can be expressed in a system of classes and sub-classes. When such a system of classes requires extensive structural revision, namely, when the established system is no longer adequate for the classification of knowledge in books, a new period is inaugurated and with it a new system of classes and sub-classes. The following is a tentative list of periods :

I. Early civilisation of the near East.

II. Hellenic.

III. Hellenistic and Roman.

IV. Medieval (including Arabic to the thirteenth century).

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[22] *Library quarterly*. V. 1937. V. 7. Pp. 373-394.

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V. Age of transition, Renaissance (Fourteenth, fifteenth and sixteenth centuries).

VI. The seventeenth century.

VII. The age of physical science (Newton to Darwin).

VIII. The age of " Progress " (Darwin to the last world war).

If the classification is done on this principle the work of the initiation of the freshman should involve the difficult job of reconditioning his associative memory into chronological and cultural compartments. The violence to the Canon of Reticence[23] which this should willy-nilly involve will spring back on the reference librarian in the form of revolt from many a reader. Even the meekest may be provoked to turn round and swear " D—n your classification ! It is really too much."

1233 CATALOGUING

The conventions of cataloguing are even more unnatural on the surface. They reach the high-water mark of artificiality. They are so many that few readers absorb them, if they are all propounded at one time and still less in their first visit. Hence, great discretion should be exercised in fixing the dosage and the time of administration. Some readers cannot absorb the instruction until they experience the idiosyncracies of the catalogue to their chagrin. Prophylactic treatment is not effective in such cases. Some readers may not need certain inoculations as they may never be

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[23] Ranganathan (S.R.). *Prolegomena to library classification.* 1937. (Madras Library Association, publication series, 6). P. 68.

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exposed to certain situations. The technique of corporate-author heading, for example, need not be told to some. The use of analytical entries may never come in the way of others. No doubt the postponement of attention till the accident occurs may result in some readers becoming delirious. But if the reference librarian knows how to handle such patients, initiation into certain cataloguing conventions can be made to go home most effectively at that stage than in the first visit.

12331 INVERSION OF PERSONAL NAMES

The now commonly current cataloguing convention of changing the order of the words constituting the name of a person so that the surname is promoted from the last to the first place and of denying even a " see entry " to the forenames is so much at variance with the ordinary experience of the freshman with personal names everywhere else, that he must be instructed in this matter in successive visits. It may look so natural to librarians. But it is really quite unnatural. The reference staff should remember that even for the librarian it began to put on the garb of naturalness only after the bold venture recorded in Andrew Maunsell's *Catalogue of English printed books*. (1595). " They make their alphabet by the Christian name, I by the Sir name."[24]

An undergraduate studying for the honours degree in English literature came one day with a cynical contortion of face and said :

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[24] Besterman (Theodore). *The beginnings of systematic bibliography*. 1936. P. 29.

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"The Law 'Every Reader His or Her Book' which you preach *ad nauseam* from platforms seems to be like all precepts for others and not for you."

"Why do you say that?"

"You are a university library and still you don't have a single scrap of Bernard Shaw."

"Are you sure?"

"Yes, I have scanned every one of your blessed cards."

He went to pull out in anger. He pulled out the B-tray. When he was shown a whole battery of Bernard Shaw cards in the S-tray his cynicism took a new turn :

"Then if you are true to the Second Law, you have surely thrown the First Law overboard."

"How?"

"You say 'Books Are for Use and not for Preservation'."

"Yes, I do."

"But you have virtually hidden them away by filing the cards with S and not with B where we *naturally* expect them."

The principle of inverting the words in the name of personal authors had to be explained to him not merely the fact but also the why. This experience had raised him to a pitch of curiosity in which even the abstract Canon of Prepotence[25] which is behind this apparently artificial twisting of names could be paraded before him. He was pleased to see it paraded.

"I never thought that there would be so much philosophy behind listing books. Your illustration of the addresses on post cards was most interesting. I am glad I missed the 'Shaw' in 'Bernard.' I have learnt a new principle and a new outlook. Many things become

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[25] Ranganathan (S.R.). *Theory of library catalogue*. 1938. (Madras Library Association, publication series, 7). Pp. 70-72.

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clear to me now in the light of your Principle of Prepotence."

Indeed, a successful initiation at the ripe moment!

12332 COINED CORPORATE NAMES

Books of corporate authorship baffle the freshman even more than those of personal authorship in the way in which they have their headings rendered—or coined, one should say in their case. If the book has a personal author, the title-page gives all the words that go to make up the heading, though in a different permutation. Hence he has a chance at least to recognise in the heading the words familiarised by the title-page. He has merely to accustom himself to the inversion. But a corporate-author-name is an altogether improvised one. Even the library profession has not yet arrived at a unique rule for its improvisation[26]. In fact the artificiality of this type of entry begins not so late as the rendering of an ascertained name but even at its very choice. Personal *vs.* corporate author, government *vs.* institutions, charters, expeditions, civil actions and criminal trials, constitutions and laws and statutes are some of the moot points on which not only the different cataloguing codes disagree but even one and the same code violates the Canon of Consistency[27].

Hence the exasperation of a freshman who attempts to help himself with the catalogue. Hence

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[26] Ranganathan (S.R.). *Theory of library catalogue.* 1938. (Madras Library Association, publication series, 7). Chapter 52.

[27] *bid.* Chapter 54.

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also the need for not raising all at once all the cloud of corporate-author entries till the experience of the freshman has become ripe and makes their use a necessity. Anticipatory theoretical instruction is positively futile and wrong in such cases.

12333 SEE AND SEE ALSO ENTRIES

The " See Entries " lead to situations which are either pathetic or comical. Here again anticipatory instruction is not always of much avail. So also with the "See Also Entries." To the freshman, whose mind is obsessed with the information or the recreation he seeks, the typographical variations and the alignments and even the conventional colour of the cards by which the significance of such entries are sought to be expressed convey no meaning.

1. A young man with a patient at home tumbles upon the catalogue entry " Ulcers *see also* Suppuration."

" That is what I want to know about " he says to himself, copies it on a slip of paper and begins to search for it in the stack-room. He is sensible enough to go to the medicine gangway ; but after wasting some time he comes to the staff and asks to be helped to the book *Ulcers see also suppuration.* Here are other misleading entries of that nature.

Wives *see also* Domestic relations ;
Thieves *see also* Embezzlement ;
Manufacturers *see also* Trade-marks ;
Malays *see also* Headhunters ;
Cowboys *see also* Ranch life ; and
Authors *see also* Scientists.

2. Similarly a freshman just beginning the study of political science is pleased to find the entry " Vassals

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see Feudalism." He remembers his teacher mentioning "Vassals" in the lesson on feudalism. He copies it taking it for the title of a book and goes to the shelves, only to come back with disappointment and ask the reference staff to pick out for him the book entitled *Vassals see feudalism.* Here are other misleading entries of that nature :

Adventures *see* Imposture ;
Composers *see* Musicians ;
Scottish marches *see* Borders of Scotland ;
Sea kings *see* Northmen ;
University settlements *see* Social settlements ; and
Welfare institutions *see* Industrial betterment.

It is desirable to inform the freshman about the conventions regarding such entries and demonstrate their use to him even during his first visit. But in most cases the proper impression is not formed. It is only when they land themselves in difficulties that a sure opportunity offers itself to rub them in. As Townshend would put it[28].

The experience that an individual needs for his development proceed from within that individual.

Only in this case we are compelled to take part to both help and hinder.

If we help too little or hinder too much, or if we help too much or hinder too little, we damage the growing individual.

If we attempt to impose an alien or untimely experience from without, we inevitably botch a man or a woman.

12334 MATTER FOR THE FIRST VISIT

Thus the freshmanness of the new reader does not get exhausted readily. It takes a long time

[28] Townshend (Frank). *Becoming*. 1939. P. 101.

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to wither out. The reference staff should remember its psychology—the psychology of deferred initiation. But it may be asked if there is nothing in the catalogue that lends itself to anticipatory instruction or instruction during the first visit. The answer is that there is plenty. He may be shown in a general way the parts of the catalogue and told what kinds of questions will find an answer in its entries. Cutter's lucid analysis[29] reproduced below suggests what can be done during the first visit :

1. To enable a person to find a book of which either
   (A) the author, or
   (B) the title, or
   (C) the subject is known ;
2. to show what the library has
   (D) by a given author,
   (E) by a given subject, and
   (F) in a given kind of literature ; and

Means

1. Author entry with necessary references for (A and D)
2. Title-entry, or title-reference (For B).
3. Subject entry, class entry and cross-references (for C and E).
4. Form entry and language entry (for F).

The reference staff should encourage the freshman to put questions that occur to him to test the ability of the catalogue to fulfil its objects. In tracing answers to these concrete questions the names should be demonstrated.

[29] Cutter (Charles A.). *Rules for a dictionary catalogue.* Edn. 4. (United States, Bureau of Education, special report on public libraries, part 2). P. 12.

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In this way a good deal of ground can be covered. Particularly the structure of the main entry may be explained. Most of the types of book index entries can also be shown. They are the Author Entries, and various Collaborator Entries such as Joint Author Entries, Editor Entries, Translator Entries, Commentator Entries, Compiler Entries, Illustrator Entries, Introduction-writer Entries, oreword-writer Entries, Joint Editor Entries, Joint Translator Entries and so on. So also some Fanciful Title Entries and Series Entries may be shown. Not that all these entries should be shown at once or to all the freshmen. The extent to which the field can be covered will depend upon each concrete situation—the interest, the general capacity and the mood of the reader.

1234 RULES OF THE LIBRARY

While the initiation of the freshman into classification and cataloguing has to be spread over several visits, practically everything about the rules of the library and particularly the mechanics of issue work should be explained to him during the very first visit. The first step is to see to it, by direct telling or by indirect suggestion in the case of refractory persons, that the rules are carefully read through by the freshman before personal initiation begins. When he announces having finished reading them, the facts about the holidays if any and the working hours may be reiterated. Then they may be told about loan rules and particularly about the prohibited categories like dictionaries, encyclo-

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paedias, year-books, periodicals, and rare books. The vexatious, but necessary, rule about sublending must be told now, *i.e.*, before they break it unknowingly and try to wriggle out of it with stories bordering on dishonesty. The date label and its use may then be shown. In open-access libraries the freshman should be explicitly told that he will have to help himself with the books required for study. He should be asked to present the selected books at the counter with the date label thrown open and a reader's ticket placed on the date label of each book, so that the counter assistant can apply the date stamp without the necessity of having to turn it about. He should also be told that he should cross the wicket gate before he could take charge of the books. Similarly he must be shown the right way of presenting the books brought back from home at the entrance or discharging counter, the correct mode being of course presenting all the books with the date label thrown open and turned towards the discharging assistant. He must be told to claim a ticket of his in return for each book returned and to verify if the ticket bears his name and address. It is also desirable to impress upon the readers the great advantage there will be for all concerned if the rule of the queue is observed both at the entrance and the exit gates. The freshman should be told that no book can be drawn from the library without the surrender of one of his borrower's tickets in exchange. He must be asked to preserve the tickets with greatest care. There is no harm in suggesting that they are best kept in

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the purse and in warning against their being sent away to the washerman along with the coat !

1235 INITIATION IN SCHOOL AND COLLEGE LIBRARIES

All this job of initiation should not, strictly speaking, take away the time of the reference staff in adult libraries. As was stated at the beginning, it should be done in school libraries, where it can be done in a more leisurely, systematic and permanently effective way. As a first step it should be taken back at least to the college and university stage. The details of the initiation work in college and school libraries will be dealt with in a later volume of this series entitled *School and college libraries*. Here we shall simply give a rapid advance summary by way of stressing its importance.

1241 DIAGNOSIS

Sufficient public attention does not appear to be given to the fact that the universities are turning out hundreds of graduates who have never truly realised that problems can be solved with the help of books. This may seem a bold remark as applied to a class of persons all of whom are presumed to have spent four or five years in absorbing the contents of books. Nevertheless it can be asserted with confidence that many students know that text-books exist in their prescribed course, but do not know, at any rate in the practical sense—*i.e.*, the sense of acting on the knowledge—that books, monographs and periodicals, exist on practically every subject and further that it is necessary to consult subject-encyclopaedias, periodicals and

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other sources. This is mainly due to a complete failure to realise what 'the literature' on any subject can do. It may also be due to faulty appreciation of the fact that if one desires to obtain information on any given subject, the surest method for the average man is to use a library and not to endeavour to obtain oral information. Oral instruction is doubtless the best when it is individual and when it is given by a first-rate authority with sufficient time at his disposal; but these conditions rarely coincide in actual life. Students may appreciate this for the usual theoretical subjects in which well-known text-books exist (for example, history and mathematics), but they fail to realise that the principle also applies over the whole range of human activities and natural phenomena, whether for abstract subjects such as ethics or aesthetics, industrial subjects such as chemical technology and mass production, the subjects which adorn life such as literature and the classics or finally the modest but agreeable subjects such as gastronomy and toilet.

1242 AETIOLOGY

In considering the reason for the ignorance of students as to the possibilities of libraries and books we are inclined to air a heresy and to suggest that the modern universities have gravely over-emphasised the importance of lectures. We feel that the ordinary lecture is as much of an anachronism as the wax-tablets and stylus, and further that the universities in their excessive respect for the lecture

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tradition have never fully grasped the fact that this tradition should be reconsidered in the light of the invention of printing. From the moment the printed text-book became available the universities should have revolutionised their methods of teaching. It must be admitted against this that some students are aurals who absorb instruction better through the ear than the eye and are thus unlike the visuals. But for the latter at any rate, the ordinary lecture is a serious waste of time. The superstition that a course of lectures should take the place of a text-book should now be finally exploded.

1243 LASTING REMEDY

It seems clear that suitable text-books should be used for the greater part of the heavy work of instruction and that the function of the lecture should be first of all to stimulate the student, then to prescribe reading and send him to the literature at once, then to show him how to read and finally to comment on what he has read. The best lecture is that in which the student feels the impact of a forceful or fascinating personality. Such lectures must be few and far between. Surely it should be obvious that the main body of information should be obtained by the student from the books and that the lectures should serve as a sentiment, as a guide, as a commentary, but on no account as a mere substitute. Whether this explanation be accepted or not, a study of the university system, coupled with some practical experience as student, as teacher and as administrator has satisfied us that the diffi-

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culty really exists and that the lasting remedy is as outlined here.

In particular, let this prescription be not put down to the one-sided view of a librarian. Long before having had any experience of a modern library from inside or from the other side of the counter, while engaged as a teacher in one of the biggest colleges one of us felt this to be a practical necessity and was engaged in working out a detailed scheme for implementing these principles. But before he could complete the conversion of his colleagues on the faculty to his view, he had to change over to the library profession; and alas! he ceased to be a reformer from inside and his efforts are now exposed to the chance of being put down merely as the dreams of an enthusiast. The newer generation of teachers who have since come in and do not know of his having been once of their profession may even resent this appeal as an outside interference.

1244 FIRST AID

However, a remedy is that practical instruction should be given to the students each year in the exploitation of printed materials with the aid of library apparatus. This remedy is now the only one because the other one of revolutionising the method of university teaching is very difficult as the machinery of university government is exceedingly complicated and the governing bodies are perhaps inclined to be conservative, so that much time and effort would be required before any far-reaching change could be effected, especially since as stated already the proposal may be resented by some of the

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academic members on the ground of possible interference with their methods of lecturing. The aspect of reference service called ' initiation of students ' therefore becomes necessary.

12441 PHILOSOPHY OF THE FIRST AID

The main body of university training is either cultural or vocational or both. For cultural training it is immediately apparent that the student must learn how to learn in the future rather than aim at acquiring a body of fact-information. It is not so generally realised that this statement is also true for vocational training. If we are training a chemist or an engineer our object should not be to teach a repertoire of professional tricks, but to teach the student how to learn in after-life, *i.e.*, during his professional career. It is impossible to turn out a chemist or an engineer with all the fact-information he will ultimately need. The ' camel theory ' of education stands exploded. Hence the aim of the instruction should be to enable the student to learn for himself in after-life. In many cases this learning will be from books rather than from persons. The ideal teacher will remember that he will not usually be available to the student after graduation and therefore the teacher will aim to teach his students to teach themselves. In other words, the object of the lecturer should be to make himself superfluous. College training should therefore include :

1. The obvious substratum, namely fact-knowledge and professional information ;

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2. A training in scientific method ; and
3. Some explicit training in the use of books.

Thus as post-graduate self-instruction must be largely derived from books, the initiation phase of reference service should be an integral part of university teaching *for all students* and not merely for research and honours students. Although some teachers are inclined to think that the art of consulting books is innate, there does exist a real technique of which even an elementary knowledge is useful, and therefore such technique should be taught.

1245 A DEMONSTRATION

Two thousand freshmen and the library is the title of a stimulating description of library instruction in a western university which is worth perusal.[30] Here is a summary :

12451 WHO SHOULD BELL THE CAT

Such a title sounds rather like 100,000,000 Guinea Pigs and at times the freshmen probably feel like guinea pigs. But in return the instructors have memento of wishing that people would stop having so many children ! At Louisiana State University, library instruction is presented in a one-semester-hour course required of freshmen. It did not begin as such, however. For four years a member of the library staff gave three or four lectures to all freshmen through the English department. The department was annoyed at having to give the time to library instruction, and the University was convinced of the value of it, so in 1936 an independent course was introduced. Three trained

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[30] American Library Association. *Bulletin*. V. 33. 1939. (October). Pp. 675-676.

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librarians are now employed to do reference service and to give the freshmen library instruction. From the academic view they have teaching and library experience. The course gives one-semester-hour credit and is on the same credit basis as any other course in the university.

12452 DISTRIBUTION OF PUPIL LOAD

With approximately two thousand students and only three instructors who have other duties, the problem of distribution of pupil load is solved by an equal division of the freshmen into fifteen sections each semester. This is not advocated where it is possible to give instruction to all students during the first semester, because at Louisiana State University they have observed the more immediate adjustment of those who have it first and they have a definite advantage over those who must wait until the second semester.

12453 HOW IT WORKS

The classes meet weekly with about fourteen lectures during a semester. The content of the course includes library regulations, the parts of a book, bibliography making, the card catalogue, indexes, encyclopaedias and year-books. Three lectures are devoted to the catalogue, two to indexes, and one each to the other groups of reference books.

12454 STUDENT CHOOSES SUBJECT

At the beginning, each student selects a subject in which he is genuinely interested, the only requirement being its representation in enough of the books to make it worthwhile for a bibliography. It may be the same one he uses for a term theme in English or for a paper in any other course. Throughout the semester he examines the card catalogue, the indexes, and groups of reference books for this subject. At the end of the semester he compiles a term bibliography from his

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notes which have been revised and returned to him by the tutor. This kind of practical experience in the library is similar to any other practical course.

In addition, during the study of the card catalogue, two problems are given to remedy natural mental confusion and to overcome handicaps presented by any card catalogue. They are prepared by the co-operative effort of the instructors and the catalogue department.

12455 TOPICS FOR EXAMINATIONS

As to test and examinations, a pre-test at the first meeting of the class usually shows them what they do not know. Each week a simple test at the close of the lecture covers the chief characteristics of the books discussed and previously examined, bringing out points usually brought out by the well-known 'problem' but not likely to be evident in every group of books for every subject chosen by the students. The final examination is built around a central topic (a tie-up with the bibliography subject idea) with a sequence among the questions as nearly as possible like the logical steps involved in locating material for term papers. For the examination last January the timely subjects of the Pan-American Conference and the new map of Europe were used. In May the subjects were San Fransisco, New York and the national parks, with summer vacations in mind. This type of examination is interesting to prepare and apparently fun to take.

12456 ASSIGNMENTS

In making assignments, experimentation has shown that better results and deeper interest are gained by having the students examine reference books before the lecture relative to them ; but the reverse method is more successful for the card catalogue and periodical indexes. Full explanation and discussion before an

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assignment are important. Putting library instruction across to freshmen requires every bit of showmanship and motivation through catching their interest and appealing to their intelligence that is possible. One highly successful trick is to have them bring to class from any two books in the assignment, two questions that might be used for the radio programme 'Information, Please.' Being allowed to read them in class, with the instructor selecting the person to answer, is a powerful stimulus, as is the popularity of the radio programme.

12457 COMPLETE FOLLOW THROUGH

Much of the value of instruction is lost without some one at hand to give assistance when difficulties arise in using tools studied. Since the freshman instructors are readers' advisers with desks in the lobby of the library there is a complete follow through. Someone is always present to meet these needs.

12458 THE MORAL

A programme of library instruction for graduate students is being developed slowly at Lousiana State University. They have had enough real evidence of the value of the freshmen course to feel that it could be useful in other institutions. If it did no more than give the freshmen a feeling of ease in the library instead of one of incompetence, the effort would be worthwhile. But it does more. Each department of the library testifies to a greater and a more intelligent use.

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CHAPTER 13

GENERAL HELP TO GENERAL READERS

The title of this chapter is difficult to justify. In the first place there is no general reader. All readers are particular readers. Similarly there can be no general help. All help can only be specific. In the last chapter we dealt with the specific help that is due to any particular reader that comes to the library for the first time. In the two succeeding parts we shall discuss how particular enquiries from readers will have to be dealt with. This chapter should therefore deal merely with the residual matter that does not fall readily into any of these categories. The residual matter will really be made up of odds and ends—non-descript types of problems that are bound to arise in the day to day life of reference service. But all the same they will all be concrete problems. Hence the best and more lively method of discussing them will be to open our case book in which are records of situations, events and all varieties of readers. But we dare not open it fully lest this chapter should be drawn to a wearisome length with actual occurrences which would require a good deal of explanation to give their proper setting. Hence as an alternative we are obliged to work out the Blakean "Ratio" (= mental abstraction) of the actual

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readers as well as the concrete situations by rounding off most of the "individuating minute particularities." In spite of the warning of Blake about the "abomination of desolation" to which we will be led by such abstraction and generalisation we are driven to indulge in it and set aside most of the concrete case studies ; and

> From them make an Abstract, which is a Negation
> Not only of the Substance from which it is derived,
> A murderer of its own Body, but also a murderer
> Of every Divine Member : . . . . . .[31]

To escape from the curse of Blake to some degree at least we have introduced pictures of actual situations here and there. Further every reference librarian knows the joy that contact with readers brings him ; he knows too the troubles that beset the daily task ; he knows also, and knows it too well, that the magnitude and variety of his task makes it impossible to cope with every situation as satisfactorily as he would like to do. The beginner in reference service is sure to have his store of experience built up rapidly. Our attempt in this chapter is merely to whet his desire for such experiences.

131 Difficult Reader

Perhaps we may first discuss the difficult reader. That is the person for whom all our routine is built up ; he is the chap that keeps us up to scratch. We may first think particularly about him, get at the back of his mind, and in a personal way take a look

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[31] Blake (William). *Jerusalem*. S. 10. Lines 10-13.

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at this business of reference service from his point of view. Is he a real person or is he a bogey of our creation? Can it be possible that those horrid irritable people from whose approach the staff flees as from plague are really decent folk at heart if dealt with in the right way whatever the right way may be?

1311 Obsession

It was quarter past seven in the morning. Only one reader had called. He was fidgetting with the trays of the catalogue cabinet. The reference librarian who had just finished his morning routine of going round the stack-room saw him still struggling.

"Can I help you?"

"No. Thank you."

By that time another reader went into the stack-room and the reference librarian went with him. He came back ten minutes later to find the same old man fidgetting in the same old way.

"Surely, I can help you. What can I do for you?"

"Get away. I know your class too well."

Another reader went into the periodicals room. The reference librarian went with him. Again he came back to the catalogue room to find the same old man fidgetting in the same old way.

"You have wasted much of your valuable time. I am sure I can find out for you what you want."

"Out with you, eternal pest!"

"It is nearing eight. After eight students will come in large numbers. I may not be able to give you as much attention as I can now. Please tell me what you are looking for."

And then the blow fell; he glowered and bowled clean—"Don't be a da....fool. Who allowed you here?"

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" What are you talking ! I am the reference librarian in charge."

" Get away, you liar. That is the way of your class. Do I not know you ?"

A few minutes passed. A stream of freshmen came. They were hovering round the reference librarian. He took them to the stack-room ; he brought them back to the catalogue and began to initiate them in its use. But the same old man was still fidgetting in the same old way. But this time he looked foolish. A new light was just dawning upon him. He waited till the students settled down in the reading room. He waited for an opportunity to find his old " pest " alone.

" I am really sorry. I took you for an insurance agent who pesters us everywhere—in the booking office, in the bank and in the temple—who offers all kinds of little services just to worm into us."

" Never mind. Tell me now what you want."

Presently they disappeared into the stack-room. After a while, the same old man came with half a dozen volumes in his hands and a profuse smile on his face.

" I never knew that an officer is spared full time to help us in this way—an officer who comes in so early as 7 A.M., an officer who puts up with all such incivility from fools, an officer who moves on equal terms with these young urchins, such a learned officer. . . ."

1312 SUPERIORITY COMPLEX

The floor of a library is always believed to be a place of great equality because there we meet at the level in a world of thought and its records. But there may be readers who set this at naught.

Occasionally a bumptious fellow, perhaps somewhere near the top of the ladder of bureaucracy, gaily glides along in company with his wife with all the consciousness

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of the power and pomp that attends him in office and out of office. Perhaps he is too fat and settles down under the fan. The lady is escorted by the reference librarian to the fiction shelf.

" That is too trivial. Take this—*Good earth.* It is so realistic and so human."

" I have not heard of this author. Oh, it is Chinese !"

" Yes. It is a lovely depiction of Chinese life. And its English is transparent. I have never seen anything like that. This is one of the best sellers of the year. They say that the Nobel Prize is assured for the author. Hav'nt you heard about her ?"

The fat official under the fan clears his throat. He has evidently overheard this conversation. He booms out

" Will you please not lecture my wife ?"

Our courage in such situations should be drawn from the words of our contemporary national poet :

> Come friend, come my hero, give us courage to serve man even while bearing the brand of infamy from him.[32]

The moral is " no pestering." Some one has said you must beware of bludgeoning the mind into sensibility. That is advice worth remembering.

1313 INFERIORITY COMPLEX

On the other hand we must remember it is only during recent years that the general public have begun to get rid of the fear of the printed word and of the place that houses it ; the public are only now looking upon libraries as places they have the right to explore. The reader is still very largely afraid of being misunderstood, of being treated in an off-hand manner, or even of being made to show his

[32] Tagore (Rabindranath). *The scavenger.*

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ignorance. That is the mentality we are constantly meeting and it is the stuff of which many a difficult reader is made ; obviously the attitude, if not indeed, the duty of the reference librarian is to inspire confidence and to give satisfaction to such people. A shy research student asks in low tone for the book *ibid* whose pages are referred to so often in his book ! The reference librarian should quietly explain what *ibid* means without betraying any sign of ridicule, surprise or superiority. Do that and even the slight disappointment in the reader's mind will be erased and he will respect you because he realises you are doing your best. Several such incidents will occur to all. Here is a more involved one.

> A book is wanted—no author, no title, no physical attribute by which it can be identified ; but it has a religious, almost mystical, tendency and may be associated with Russia. May it be some work referred to in a modern Russian writer, something between Ouspensky and Dostoevsky ? It might be ; and there in the intex to Ouspensky is found the clue that tracts down the book.

All very intricate and chancy, one may say. But that is the sort of detective work that makes for the permanent regard and respect for a library. We constantly come across such shy creatures, who are afraid to betray their ignorance. But one day, by a fluke perhaps, we clear up some tangle or dispel a mist in a person's mind and we have made a friendly patron for life. And it is the peculiar character of reference service that this winning of

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readers has to go on every day if the Laws of Library Science are to prosper.

1314 Traumatic Complex

The floor of the library presents opportunities to come across all kinds of complexes. Unless the reference librarian meets them with an attitude appropriate to each—avoidance, sympathy, non-interference, firmness, and so on—he will mar the chance for satisfaction following the use of the library. For example we saw that sincere and unostentatious sympathy gives a chance to serve the person with an inferiority complex. But one with traumatic complex may be irritated and even scared away by any manifestation of attention or officiousness. For the trauma is concerned with a complex of ideas and emotions which can be compared to a psychic wound. Everything that touches this complex, however slightly, excites a violent reaction and an actual emotional explosion.

" I have been wanting to speak to you about your men."

" Please sit down, what is the matter ?"

" Why do your men shadow me like this whenever I go into the stack-room ?"

" Surely, there is no question of shadowing in the library. The reference staff will no doubt be found moving about at all times."

" No, I do not refer to that. They always dog me and watch what books I browse, ostensibly offering their officious help. I am not able to stand it. I don't want any help. I can help myself."

This sensitive reader had been in the political movement for a good part of his life. This had brought on him

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a good deal of attention from the detective. Poor man ! He cannot believe any personal attention to be possible without some ulterior incriminating motive.

Once bit, twice shy. For one who cannot understand traumatic complex he may appear to be a difficult reader. The best treatment is to leave him alone. Let him see every other reader being "shadowed"—attended to personally. Let him see their getting satisfaction in that way. Let him see that so far from objecting they welcome, nay, they seek such personal attention. His trauma will be healed in due course and a time will come when he too will voluntarily ask for personal attention.

1315 Mere Ignorance

"Surely this library isn't run as well as it used to be."

"What, you haven't got it in the library? Why, I thought you get every book."

The lawyer complains that law is neglected. The doctor complains that medicine is neglected. The engineer has a similar complaint. The idle rich complain that there is not enough detective fiction. The economist grumbles that mathematics is favoured too much. The philosopher makes a similar grumble against education. These are the attitudes we cannot meet save by tact and good humour with, if necessary, an effort to explain the difficulties of funds, the standard of the library, the increase in readers and so on. Sometimes we are able to convince ; at other times, the confused mentality is made more antagonistic. The best we can do with this kind of difficult reader is to convey

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a feeling of sincere desire to help and to find out acceptable substitutes. With the person who asks for the book that does not exist at all we can do next to nothing. But here again an effort to understand the enquiry may go far to soften the shock when he realises he was asking a stupid question.

1316 THIEVES AND FRAUDS

At the other end of the scale there is the doubtful reader who not only shows great familiarity with the library and sends you away but peels off the stiff covers of the book to facilitate smuggling—he steals ! The vigilance required to watch in open access stack-room is most trying . This is the type of difficult reader the reference librarian hates. He is most unscrupulous and any precautionary action taken makes him simulate righteous indignation and make a scene to the chagrin of the library staff. He is so dangerous.

Perhaps a more numerous species is the fraud who would abuse the freedom given to him by hiding away books. Whenever the reference librarian comes to him he pretends intense seriousness which seems to say " Don't disturb me !" He skulks and loiters in the stack-room with all cunningness until he gets his opportunity to remove the book in great demand which has just chanced to come back and insert it or hide it some thousands of feet away in some other region of the stack-room, because he has not brought his ticket.

Lyde's *Asia* was in great demand on the eve of a competitive examination conducted by the Public Service

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Commission. The registrations went beyond the allotted limit. The library accordingly decided to declare it temporarily a reference book so that everybody might have a chance. But the book could not be found. The charging tray did not have its book card. Nor was it in the binding tray. A vigorous search was made. Half a dozen hands were put on it. Much public time was wasted. Many readers had to be denied the reference aid to which they were accustomed, as *Asia* had to be discovered immediately —before the season would be out ; but no success. All the members of the staff were looking at one another with a sense of defeat, shame and helplessness, as we do after a clever theft in our home.

* * * *

One evening at the rush hour a nice looking young man presented Lyde's *Asia* at the charging counter. He was caught in a trap without his knowing it. Little did he imagine that all eyes were on the look out for *Asia*.

" From where did you get this ?"

" Why, from the stack-room, of course."

" Did you pick it out yourself, or did somebody else help you ?"

" Very queer questions ! I had never been asked such questions till now. Why all this insult ? Why these prying questions ?"

" I am sorry. No insult was meant. I simply asked."

" *Simply* asked ! I too *simply* say I took it out myself. I shall also *simply* tell the librarian about this insolence in the presence of so many readers."

" Yes, sir, do please go to the librarian."

" I have no time now. I know when to go to the librarian. Don't think that your coolness will make up for your insult."

But the wicket gate won't open.

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* * * *

" Come and sit down. Will you ? What's the matter ?"

" The attenders at the counter are very rude."

" Really ! I am so sorry. What's that book in your hand ?"

" Lyde."

" I am sorry, young man, you have been caught red-handed. I don't propose to make any fuss about it. I shall forgive you. Tell me the truth. Where did you take the book from."

" I am sincerely sorry, sir. I had it hidden behind the row of *Z.D.M.G.*—those black German volumes in the second floor."

" Do you realise how detestable your action is ?"

" I do, sir. I am very sorry. I promise I shall never hereafter be so selfish."

* * * *

" Well, there are a dozen registrations for it. If we lend it, everybody will not have a chance. So you must read it here alone along with others."

" Can you not allow me loan this time only, sir ?"

" Be more reasonable. For your crime, I can withdraw all the privileges from you. I can cancel your membership. I may refuse to admit you into the library. But you are a young man. I want to help you. I don't propose to take such a drastic action. Behave better. Remember what a precipice you had been walking on. Live and let live. That should be your principle in life."

" I thank you, sir, for all your kindness. Please don't tell my father or my professor. I shall starve the whole of to-day to purify myself. Please bless me. I want your help."

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So he sobbed and a soul was redeemed on the floor of the library. Yes. General help to general reader in a library includes also the reclamation of nice-looking readers from selective criminal propensities.

132 DIFFICULT MATERIALS

It is true that the world of readers loves the world of books and that the world of books loves the world of readers. Still they do not always get on well with one another. A reference librarian is needed to smoothe their relation and sometimes even to establish contact between them.

It is true that every reader wants his books; it is equally true that every book wants its readers. Still they may not know how to find one another; they may need outside help to find one another.

Their matches are not made in heaven; they have to be made on the floor of the stack-room. They are not made by Brahma, the creator; they have to be made by the reference librarian, the match-maker. Still the reference librarian is not a mercenary, like many a professional match-maker. Trickery cannot be his method. He cannot exploit the moment's impulse and slip out of sight for ever. He has to act like a wise parent. He has to choose on abiding and lasting grounds.

We have seen what a variety of difficulties the readers present. The books are by no means behind them in this respect. The idiosyncracies of books and periodicals and their persistence even in

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spite of every device improvised to straighten them were explored by us of the Madras University Library in a set of five papers presented to the Second All India Library Conference held at Lucknow in 1935[33]. It is the pleasant privilege of the reference librarian to smoothe the difficulties on either side and match the right readers with the right books. It is amusing to witness them play all the pranks of lovers—only we should not fail to step in when the pranks threaten to become strifes and are likely to lead to prolonged estrangement.

1321 OBLIQUITY

Some books wilfully fix on their doors strange and misleading name-boards. God knows why they play this mischief. Is it merely to provide opportunities for the reference librarian? Whatever the motive might have been they put the right lovers on the wrong track, and bring in the wrong ones who are obliged to withdraw in utter embarrassment after having opened the doors. Oblique titles are a problem to the general reader. We are told that they are also a problem to the classifier[34] and to the cataloguer[35]. But even after these have solved the puzzle and put up the correct class number or specific subject heading as the case may be, the readers often fail to benefit by them. They are

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[33] Second All India Library Conference. *Lucknow*. 1935. *Proceedings*. Pp. 28-29.

[34] Ranganathan (S.R.). *Prolegomena to library classification*. 1937. (Madras Library Association, publication series, 6). P. 276.

[35] Ranganathan (S.R.). *Theory of library catalogue*. 1938. (Madras Library Association, publication series, 7). Pp. 109-112.

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of real and certain use only to the reference staff. Readers stand bewildered unless the reference librarian puts them in the way.

Examples :

(1) Greg (W.W.). *Calculus of variants.* 1927.
has played pranks on many a mathematical reader, while those that are engaged in the reconstruction of ancient texts from a number of conflicting manuscripts giving variant readings, to whom this book is intended, are scared away by the term 'calculus.' The services of the reference staff are necessary to find the right reader for this book and to save it from being ignored by him.

It is true that the author is candid enough to admit "The subject considered in the following pages, under the rather pretentious title of the Calculus of the Variants has been the central problem of textual criticism at any rate since the establishment of genealogical method."[36]

But it is not going to be of much help unless the reference librarian intervenes and brings it to the notice of readers.

(2) Plus (Raoul). *Reparation.* 1931.
is another book whose title recalls to the minds of most readers a subdivision of political science. But this book deals with 'reparation' in the sense "to offer to God (to our Lord) compensation for the sins of others."[37]

Surely it is only timely intervention of the reference staff that can eliminate the disappointment of readers as well as of the book.

(3) Durell (Fletcher). *Co-operation, its essence and background.* 1936.

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[36] P. *v*.

[37] P. 29.

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was actually recommended for purchase by experts in economics. But the book lays down its aim as "to state in brief outline a general philosophy of life" and "to stress idealism and the spiritual values related thereto."[38] Its chief concern is social ethics developed from the point of view of a particular "Value Philosophy." Many are the students of economics that had to be warned by the reference staff about the obliquity of this title. Equally many were the students of ethics who had to be assured that the book really belonged to their field of study.

1322 PARTIAL COMPREHENSIVENESS

Readers know that their new love often prefers to live amidst its own kith and kin—in joint families of enormous size. Hence when they do not find it alone they go in search of it in such joint families—general treatises. But these joint families have the uncanny practice of having similar names painted on their door front. The reader enters one of them in high hope but to his disappointment all the sisters are there but not his own sweetheart. He has to drop it with discomfiture and try the next one and the next one and the next one and so on. Sometimes continued disappointment and shyness overpower him. He goes away in disgust too dejected by too many failures. When the reader has to look up such partially comprehensive books even the catalogue will desert him[39]. And it is only

[38] Pp. 2-3.

[39] Ranganathan (S.R.). *Prolegomena to library classification.* 1937. (Madras Library Association, publication series, 6). Pp. 143-148.

Ranganathan (S.R.). *Theory of library catalogue.* 1938. (Madras Library Association, publication series, 7). P. 112.

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the human reference staff that can be of any help. They have to play the part of the old grannie and direct him with kind words like " She is in that family living in that green house."

For example, the *Matriculation physics* of R. W. Stewart deals only with heat, light and sound and omits properties of matter, electricity and magnetism. The generic term " Physics " on the back of the book would mislead many a reader wanting information on electricity unless he is warned by the reference staff.

1323 VARIOUS FORMS OF EXPOSITION

The books sometimes put on various kinds of dress and some like Sri Krishna bewilder their lovers by surrounding them simultaneously in different dresses—as catechism, case studies, source-books—in the form of verse, drama, fiction, essays, and so on. It may be that they appear in so many forms so as to increase their chance to please their lovers. But they fail to show on the name board in what particular form they live inside. Many schemes of classification do not indicate the form of exposition in their class numbers. Even when a scheme like the Colon Classification has found a device to indicate them the reader is unable to decipher them. At best they are of help only to the reference librarian. And so the reference librarian has to choose the correct form for the reader. Sometimes the lovers (books) take the trouble to learn foreign languages to please their prospective wooers and try to speak in several tongues.. But even here many schemes of classification fail to indicate in their class numbers the language of the book. Even

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when a scheme like the Colon Classification makes the book number announce the language, the reader is unable to decipher it. It is at best of use only to the reference staff. And the reader fails to choose correctly unless the reference staff comes to his aid.

Examples:

1. Here are three books that deal with the rural sociology of India :

   11 Gangulee (N.). *The Indian peasant and his environment.* 1935.

   12 Brayne (F.L.). *Socrates in an Indian village.* 1929.

   13 Slater (Gilbert). *Ed. Some South Indian villages.* 1918.

In the first of these " some of the problems that confront the Indian countryside and its inhabitants are discussed.... The extracts from my (author's) journal ....and a *selection* of letters written to several persons ....are now made available to the public."[40] Thus the subject is expounded in the form of anecdotes and descriptions of concrete occurrences at particular points of time. Hence it is topical and highly human, though it lacks the advantages of a formal exposition. It should be of particular interest to Indian readers. Many of the local touches and allusions may not have much meaning to foreigners.

The second of the above three books covers nearly the same ground as the first but it is neither topical like it nor expository as an ordinary treatise or text-book. On the other hand it " represents....the actual record of conversations between the author and some of the

[40] P. *xx.*

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Gurgaon villagers with whom he has been so intimately connected. (As a result) the book is lucidly and forcefully written,"[41] and turns out to be a model of sublimated catechism.

The third book constitutes a collection of case studies in rural life made by a team of students working under the direction of the editor, who "drew up a 'Village Questionnaire' as a guide to the students in the investigation of their own villages".[42] The result is page on page of dry-as-dust data valuable for research students but rather scaring to the general reader.

2. Here are three books dealing with utopias, all carrying the name of Plato on their books :

21 Nettleship (Richard Lewis). *Lectures on the republic of Plato*, ed. by G. R. Benson. 1906.

22 Crossmen (R.H.S.). *Plato to-day*. 1937.

23 Dickinson (G. Lowes). *After two thousand years : a dialogue between Plato and a modern young man.* 1931.

The first of these books is a reproduction by his students of "Nettleship's lectures on the *Republic*."[43] The lectures closely follow the text of Plato and are virtually commentaries on the dialogues. They thus constitute a book on a book.

The second gives the substance of a series of radio talks in the series. "If Plato Lived Again." "When, therefore, I read again those gloomy scripts in the *Listener*, it occurred to me that it might be worthwhile to write a book in which, unhampered by the limitations of broadcasting, I should try to describe the attitude of Plato to our modern world. *Plato To-day* is the result."[44] Such is the author's description of the book.

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[41] P. *vii*. [42] P. 21. [43] P. *v*. [44] P. 12.

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Thus though based on lectures, it has not adopted the lecture-style.

The third book covers virtually the same ground as the second. But instead of the expository style, it is in the form of Platonic dialogues.

3. Here is a third set of three books dealing with student life :

31 Gardner (Donfred H.). *Student personnel service.* 1936.

32 Mackness (Constance). *Miss Pickle : the story of an Australian boarding school.* 1927.

33 Oakden (Ellen C.) and Stuart (Mary). *Growing up ; how one did it in different times and places.* 1930.

Though all these three books deal with the same subject, the first is virtually the report of a committee of investigation ; the second is in the form of a novel ; while the third is historical in form. Readers need the help of the reference staff in evaluating them correctly and choosing that form of exposition which would suit their standard, temperament and taste.

1324 STYLE AND STANDARD

Then comes the standard and style. All the daughters of the same family do not live in the same standard and style. Some live down to the level of the poorest. Some hover to the highest ; their standard is too severe except for a handful of aristocrats. There is the whole spectrum of all kinds of intermediate standards and styles. They are so many that a reader is bewildered. Neither the classifier nor the cataloguer is of any help even to the reference staff. Each book has to be examined individually and sized up by the reference staff. When the reader is bewildered he is obliged

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to seek the discriminating help of such informed reference librarians, open his heart to them and ask which of them he can get on with without discomfort or at least without an incessant heart-break.

Examples :

Here are three books which are so divergent in style and standard and yet share the same title to the bewilderment of readers high and low. When the third of these titles was included in the book-selection list of a university library for the consideration of the expert adviser, it was scored out in red with the remark " Elementary on the face of it. Fit only for a school library !"

1. Seshu Ayyar (P.V.). *Elementary mathematics*. 1916.

2. Lagrange (Joseph Louis). *Elementary mathematics*, tr. by Thomas J. McCormack. 1898.

3. Klein (Felix). *Elementary mathematics*, tr. by E. R. Hedrick and C. A. Noble. 1932.

The first is an elementary text-book suited to the secondary school leaving certificate syllabus of Madras.

The second is a translation of the lectures delivered in the year 1795 at the *Ecole Normale* by the greatest of modern analysts. " The originality, elegance, and symmetrical character of these lectures have been pointed out by De Morgan, and notably by Duhring, who places them in the front rank of elementary expositions, as an exemplar of their

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kind. Coming as they do, from one of the greatest mathematicians of modern times, and with all the excellences which such a source implies, unique in their character as a *reading-book* in mathematics, and inter-woven with historical and philosophical remark of great helpfulness, they cannot fail to have a beneficent and stimulating influence"[45]. The first two lectures are on arithmetic. The second and third which are on algebra goes to cubic equations and the general theory of equations. The last lecture gives a delightful popular exposition of the employment of curves in the solution of problems and discusses topics like the curve of errors, the circle and the inscribed polygon and parabolic curves.

On the other hand, the third is addressed to the advanced student of mathematics. Its pages " constitute an invaluable work, serviceable alike to the university teacher and to the teacher in the secondary school. There is, at present, nothing else comparable with them, either with respect to their skilfully integrated material, or to the fascinating way in which this material is discussed."[46] It reaches such advanced topics like quaternion multiplication, theory of small oscillations and the proof the transcendence of e and π. Klein states quite plainly in his introductory lecture " I shall by no means address myself to beginners, but I shall take for granted that you are all acquainted with the main features of the chief fields of mathematics.

[45] P. *v-vi*.

[46] P. *vii*.

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I shall often talk of problems of algebra, of number theory, of function theory, etc., without being able to go into details. You must, therefore, be moderately familiar with these fields, in order to follow me. My task will always be to show you the *mutual connection between problems* in the various fields."[47]

1325 HIDE AND SEEK

Books sometimes indulge in the play of hide and seek—for fun it may be to begin with; but occasionally they get hidden away and lost to their readers unless traced out and rescued by a reference librarian of considerable alertness, experience and industry.

Theoretically one should expect the analytical entries of the library catalogue to bring them to light if not to prominent notice. The *Classified catalogue code* devotes a whole chapter to this problem as applied to books[48]. And as applied to periodicals it has worked out an elaborate set of rules to disclose books either marooned within them or hanging as an appendage sometimes capable of separation and sometimes not[49].

But these rules constitute a counsel of perfection! For, even the libraries which pay intellectual homage to such rules find the actualities—staff,

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[47] Pp. 1-2.

[48] Ranganathan (S.R.). *Classified catalogue code*. 1934. (Madras Library Association, publication series, 4). Ch. 6.

[49] *Ibid*. Rules 72, 721, 861, 862, 8621, 8622, 8623, 863, 8631, 8632, 864.

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finance, " initiative in high places and understanding generally "—so unhelpful, if not obstructive, to even a reasonable realisation.

It was phenomena like these that called for an examination of the philosophy of analytical entries in the *Theory of library catalogue*. In it will be found a detailed picture of how the Law of Parsimony drives a wedge amidst the Laws of Library Science and makes an Ulster of the Fifth Law so as to fatten itself—by the policy of divide and rule[50].

Even supposing that the Laws of Library Science stood united and triumphed over the onslaughts of the Law of Parsimony and the undermining of the mental inertia of the public, it is doubtful if a general reader could help himself in tracing out such hidden books without the help of the reference staff.

Let us have a closer picture of the various forms of hide and seek.

13251 MODERN BOOKS

132511 BOOKS WITHIN BOOKS

Among modern books we occasionally have books within books.

1 The English version of Schrodinger's *Nobel address* was eagerly sought ; but it wouldn't come out as a book by itself. What a relief it was to all concerned when the enterprising reference librarian dived into his *Science and human temperament* and brought it out from

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[50] Ranganathan (S.R.). *Theory of library catalogue*. 1938. (Madras Library Association, publication series, 7). Ch. 33.

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its depths for distribution to expectant students of wave-mechanics.

2. It often happens that L. Abercrombie's *Principles of literary criticism* is out on loan but what should have been a sore disappointment to many a reader, is averted and an agreeable surprise is sprung by the reference librarian who knows that this book mocks its suiters hiding itself also inside the capacious pages of W. Rose's *Outline of modern knowledge*.

These illustrate unusual hiding places. But the familiar ones are collected works, omnibus editions, anthologies, symposia, fest-schrifts and memorial volumes. It is seldom that the general reader is able to look up and locate his requirements in such hotch-potch heaps unless helped by a reference librarian who has acquired an intimate knowledge of their ins and outs by the very process of helping the general readers.

132512 BOOKS WITHIN PERIODICALS

Books within periodicals are even more trying if not more frequent.

A few years ago the local dailies featured prominently H. G. Wells's lecture at the Royal Institution on the *Idea of a world encyclopaedia*. This was the signal for a rush in the library as readers are accustomed to expect Wells's productions to come as books or pamphlets. But they had to go away disappointed until the eagle eye of the reference librarian discovered that the whole lecture was lying hidden in an unmutilated condition in the *Nature* of the year.

The reference librarian knows, but the general readers do not know, which periodicals are regular seducers. He maintains a list of them and storms

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them systematically until they make a confession. This job is beyond the power of the catalogues of individual libraries. It may be attempted by a bibliography promoted by international effort; but it is yet to come. Reference service therefore happens to be the only means of rescuing such books from within periodicals, 'dowering them with our own life energy' and giving them away to their suiters. In the moment of supreme bliss when the reference librarian is engaged in such service his soul may very well be imagined to hum Janaka's words :

इयं सीता मम सुता सहधर्मचरी तव ॥
प्रतीच्छ चैनां भद्रं ते पाणिङ्गृह्णीष्व पाणिना[51] ।

"Here is my daughter Sita (=picked up from the earth through its furrows).
She will help you in your life's pursuits.
Accept her. You will be happy.
Clasp her hand by your hand."

The *Transactions* of the Royal Societies of various countries, the *International conciliation*, the *Smithsonian miscellaneous collections*, the periodicals of the Field Museum of Natural History and the *Pandit* are some of the promising materials which every reference librarian should rummage thoroughly for hidden books.

Here are some examples of huge books or topical little books caught up in some of them.

1. Two formidable tables lie hidden in the volumes of *Smithsonian miscellaneous collections*. The whole of volume

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[51] Valmiki. *Ramayana*. Balakanda. Sarga. 63. Sloka 26-27.

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88 constitutes a most valuable set of physical tables. Here at least the back of the volume can take the subsidiary label *Physical tables*. But the *Mathematical formulae and tables of elliptic functions* are not allowed even that freedom as they form one number of volume 74. There is no doubt that these compendious works would lie irrevocably hidden away if a reference librarian with the necessary knowledge does not salvage them.

What is more tantalising, these works go through several editions but each edition persists in hiding itself in some volume of the same periodical. The general reader must be thankful that they are constant at least in the choice of their hosts.

2. What is perhaps the most interesting history of electric light—we do not know whether it is not also the only history—occupies 95 pages of the *Smithsonian* volume 76. It is not in the nature of a normal article in a periodical. Henry Schnoeder's *History of electric light* is beyond doubt a book within a periodical.

3. Nor can we deny that Ales Hrdlicka's *Skeletal remains of early man* which extends to 380 sumptuous pages of volume 83 of the *Smithsonian* is a book within a periodical—an important book which will be hopelessly missed by the general reader interested in prehistoric anthropometry, if the reference librarian does not come to his aid.

4. How we remember the eager search by many a general reader for the text of the *Constitution of the Eire* (Ireland) (1938) and the *New Soviet constitution* (1936) when they were in a nascent state. We remember also the nasty strictures which some ignorant readers passed on the library calling it ante-diluvian. We deliberately call them ignorant, because they themselves confessed to the stupidity of their remarks when, after being

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served to their satisfaction by the reference librarian from the pages of the *International conciliation*, they were made to realise that two months was too short a period for these constitutions to be embodied in regular text-books.

Of course in these cases the difficult reader and the difficult material had pitted against each other.

13252 EASTERN CLASSICS IN WESTERN GARB

During the last one or two centuries many classics of Hindu, Buddhistic, Jain and Islamic origin which had till then known only manuscript existence were ushered into the world of print. It was a matter of economic necessity that they could not be provided for to lead an independent eixstence from the very beginning. Most of them had to be billeted in oriental periodicals like the *Journal* of the American Oriental Society, *Journal* of the Asiatic Society of Bengal, *Z. D. M. G.*, *Sitzungsberichte* der Koniglich preussischen Akademie der Wissenchaften, *Archiv fur Mathematik und Physik* and so on.

1. For *Sariputra prakarana* one must turn to the pages of the *Sitzungsberichte*; one will find there to one's delight even a facsimile reproduction of the palm leaf manuscript.
2. The general reader cannot get
   (*a*) an English translation of Umapati Sivacharya's *Sivaprakasam*; or
   (*b*) W. D. Whitneys' *Index verborum to the published text of the Atharvaveda*; or
   (*c*) The text of the *Kausika sutra of the Atharvaveda*; unless he is told by a well-versed reference librarian that they could be found in volumes 4,

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12 and 14 respectively of the *Journal* of the American Oriental Society.

3. E. Burgess's translation of the *Surya siddhanta* made its first appearance in print in volume 6 of the same periodical.
4. Similarly the first embodiment in print of the text and W. D. Whitney's translation of *Taittiriya pratisakhya* with its commentary *Tribhasyaratna* will be found in volume 9 of the same periodical.

It is true that independent editions of these works have now appeared ; but those original versions have still a value. The general reader does find unusual satisfaction if the reference librarian brings them to his notice.

5. R. Pischel's classical work on " Shadow plays " entitled *Das altindischen Schattenspiel* is generally applied for by the general reader as if it were a separate book. But he can find it only if he is served by the reference librarian who knows that it forms part of the volume for 1906 of the *Sitzungsberichte*.

We have at least one case of amphibian existence.

6. The *Paippalada sakha of the Atharva veda* stands dismembered. Its first thirteen books are scattered in several volumes of the *Journal* of the American Oriental Society. But the remaining parts which were for long lying neglected have now emerged as an independent book—thus illustrating the possibility of a part of a book lying within a periodical and the rest in regular book form.

Here is an example of a book within book, the container being a modern book and the contained an English translation of an ancient Tamil classic.

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7. Some years ago an American institution was obliged to find for one of its members either the text or the translation of *Talavilasam*. After much of ineffective search—God knows how much—the Society asked us for light. This request made us realise in what darkness we ourselves were. How after all we got light will be described in its appropriate place in chapter 34. It is enough to state here that it was eventually found *in toto* in E. Blatter's *Palms of British India and Ceylon*.

All reference librarians know, but few general readers do, how many oriental classics lie caught up either in original or in translations not only in periodical publications but also in many miscellanies and collections.

13253 HIDE AND SEEK IN ANCIENT SANSKRIT

Ancient Sanskrit literature is very rich in anthologies. Several works which do not exist to-day have left behind them representative fragments in anthologies. It would take us beyond the scope of this chapter if we attempt a list of them. Suffice it to say that the general reader is in perpetual need of the help of the reference librarian in locating in print many a piece that tradition has partially preserved. Why general reader ! Our experience is that experts are no exceptions !

Post-Vedic Sanskrit has got a characteristic class of books named *Puranas*. It is usual to describe a *Purana* as an encyclopaedia. But, for those who are accustomed to the atomising tendency in modern encyclopaedias, such a description would be misleading. It would be nearer the mark if we say

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that a *Purana* is a conglomerate of several books within books, great and small.

It may not matter for the general reader if he does not know that the universally known book of books the *Bhagavad gita*—which has seen hundreds of editions, translations and adaptations—and has attracted to itself hoards of commentaries and long drawn out hierarchies of sub-commentaries—forms part of the great epic *Mahabharata*.

2. Nor does it matter for him—at any rate for the Hindu reader who repeats it every day—that the charming book *Vishnu sahasranama* also forms part of the same epic.

3. But in the case of several books marooned in the *Puranas* and not yet given an independent embodiment either in manuscript or in print or by oral transmission—witness for example the numerous local histories or *Sthala puranas*—the general reader is completely at sea.

These *Puranas* are without an index. We come across many pathetic situations when a reader is hard-pressed to find a particular constituent book and we ourselves feel helpless unless we are fortunate to have amidst us one who is widely read in the *Puranas*.

It often happens that the same book occurs in different *Puranas*, but not in the same form or to the same length. Confusion between them is a fertile source of controversy. The well known and oft-sought *Aditya hrdaya* is an example in point.

1326 METAMORPHOSES, ALIASES AND MISTAKEN IDENTITIES

A class of books which causes difficulty to the general reader and makes reference aid a necessity is made up of those which either appear with differ-

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ent titles in different countries or change their name from edition to edition or show two or more alternative titles on their title pages, or allow their authors to assume different names at pleasure, or conspire to tease the reader by several books assuming the same name.

No doubt it is the business of the catalogue to bring them all to order and link them up by a suitable chain of cross-references—no matter what amount of research this might involve. This it has to do lest the order-section should father on it the responsibility for the frittering away of the funds of the library on unintended duplications. But it is seldom that the general reader is able to benefit directly by the cataloguer's careful work. The benefit can reach him only if it is relayed to him through the reference staff.

13261 Incognito Names

This class of difficult books is particularly common in the English language as the English speaking people stand divided in different continents. We are unable to understand the psychology behind naming the same book, differently in different countries. Perhaps there is sufficient reason ; or can it be a deliberate design to mislead ? Here are some examples :

1. Norman Angel's *Peace and the plain man* (of America) appears as *Preface to peace* (in England).
2. J. B. S. Haldane's (American) *Science and human life* becomes (English) *Inequality of man and other essays*.
3. L. P. Jacks's *Constructive citizenship* (of America) walks the streets of England as the *Art of living together*.

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. The incognito name of a novel of Jacob Wassermann dramatically changes from *Etzel Andergast* to *Dr. Kerkhoven* while crossing the Atlantic.

Is there anything strange if the general reader calls for the help of the reference librarian to identify and equate what lie behind different names? Remember that this camouflage has made colossal dupes successively and successfully of a book-selecting expert, an experienced order-librarian, an alert classifier, a painstaking cataloguer and a chief librarian who believes himself to be omniscient !

13262 Rechristening

Rechristening of books does not require even that a linguistic stock should live scattered in different continents. It takes place even in the same country. It appears to have been in vogue from time immemorial. It has no doubt served as a trap to humiliate vain frauds who pass for scholars. But it is a real trial to the innocent general reader. Surely the reference librarian should help him in this matter even unasked.

In the case of ancient books the forces that led to such rechristening have been all forgotten. In the case of modern books some authors take the trouble to explain the reason for rechristening ; but they are also candid enough not to obliterate the old name beyond recognition.

But what is the general reader to do when a publisher or an author buys the remainder copies of an older book for a song, tears off the title-page and sticks in a newly printed title-page leaving no

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trace whatever of the old title. Is it anything short of a criminal act? When decoloration has set in the old book and the pirate is not clever enough to select for the new title-page old paper to match it, the criminal act may become a clumsy one. Surely the help of the reference librarian is necessary to the general reader in such cases, particularly if he is one that intends to buy his own copy. We are told that this piratical rechristening has become an epidemic among Arabic and Egyptian publishers since Kemal Pasha romanised the script in his kingdom and caused the old books in the old script to be cast away as waste paper.

13263 HOMONYMS

Apart from the same book having different names we have also the converse problem of different books having the same name. Here too the help of the reference librarian becomes a necessity. Here are some examples of such homonyms :

1. There are two books which share the title *Loaves and fishes*. One is a novel by S. Maugham, while the other whose author is H. Carrington gives an occult version of the life of Jesus.
2. Two persons have christened their books *Between two worlds*. One is an autobiography of J. Middleton Murry who lays bare his spiritual struggle and the other is a discussion of the social problems of to-day by Nocholas Murray Butler.
3. Another riddle that gives occupation to the reference staff is created by two books being entitled *Riddle of the universe*. One of them is a summary, by " one of the most eminent and thoughtful men of science in

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Europe " (as Mallock describes Professor Haeckel of the University of Jena), of the position taken up by science and evacuated by theology. It is a translation by Joseph McCabe issued in 1903 by the Rationalist Press Association. The second is an independent work by the translator himself published in 1934 surveying recent advances in every branch of science that does or may affect one's philosophy of life. The ' to-day ' which is added as a distinguishing mark at the end of the title of the latter is mostly missed or forgotten by the general reader.

4. *Bhavaprakasa* is the name shared by two different books, the one is an exposition of an Ayurveda (Indian medicine) book by Bhavamisra while the other is Saradatanaya's treatise on Alamkara (Sanskrit poetics).
5. Bhoja has christened alike both a grammatical and an Alankara work of his. They both carry the name *Sarasvatikanthabharana*.
6. *Janakiparinaya* is the name of a poem by Chakrakavi and of a drama by Ramabhadra Dikshita.

1327 INTANGIBLE QUALITIES

All the difficulties that we have discussed so far regarding the nature of materials are concerned comparatively speaking with what may be called tangible qualities of books. They can be brought to some system and under objective treatment. They do not completely evade solution by classification or by cataloguing or by both. In fact the tendency among classificationists and framers of catalogue-codes is to invent devices to solve them more and more satisfactorily.

But so far as the general reader is concerned, books need to be sized up on the basis of certain other

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qualities as well—qualities which cannot be separated from the authors' fundamental perquisites of vigour, originality, humour, outlook and personality. These qualities are intangible. They evade all attempts at systematisation. They depend essentially on the judgment of readers. They are of the nature of a flavour. No mechanical or objective norm could be set up to size them up.

In this matter the general reader has to lean on the reference staff far more than in any other. He has to seek their help in choosing the book of the right flavour. Three kinds of flavour figure frequently in such requests. The reference staff can recognise them both from their own experience and from the unique chance they have to pool together the experiences of readers. They may gather the necessary help even from the frequency of demand and from the quarter from which it comes. A more resourceful and genial reference librarian will get it reinforced by judicious participation in discussing the books with the users.

13271 Books with a Message

The first intangible quality that needs exploration is the possession of a message by the books. Generally speaking, the main classes Literature and Religion (the sacred books mostly) abound in books with a message. Not that every book in those classes possesses one. But the density of message is greatest in those classes. Ordinarily the general reader is able to discard from these classes the books without a message.

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But books with a message are not so abundant in the other subjects. Not that they are totally absent. That is impossible because there is progress in those subjects and progress implies the existence of books with a message. But the ordinary prosaic books which simply transmit information are so many in those subjects that the few germinal books are virtually lost among them.

The general reader usually lacks the flair to spot them out readily. No doubt he may hit on them by chance. But on account of their relative scarcity, the odds are very much against him. Or he can arrive at them by the laborious process of trial and error. But it is seldom that the necessary patience and perseverance go with the general reader. Hence there is the danger of his going without the book and the book lying neglected on the shelves longer than they deserve. The business of the reference staff includes averting such miscarriages.

13272 Books with Flair

Another class of books for which the genera reader depends largely on the help of the reference librarian is books rich in flair. Such books are personal in their method. They display much judgment in the selection of details. Their style is racy. Once we begin them we are led from page to page ; we don't like to be disturbed ; they have an aroma of their own ; they are alluring ; our curiosity never wanes ; on the other hand it ever grows ; we want to finish them at the very sitting—even though it takes us late into the night.

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Turning their pages is like turning pages of life itself. They are illuminating books.

It is such books that make reading popular. They provide a great leverage to the publicity department of the library. It is they that are most helpful in fulfilling the new function of the library, *viz.*, conversion of every citizen into a library-goer and a lover of books. Much of the encomium which the reference librarian gets is derived from the service of such books. Even self-confident, opinionative, superior readers who usually remark on the next day, with a quiet firmness, that they did not think much of the opinion of the reference librarian on the merits of the book he had recommended to them, condescend to compliment him on his choice.

The sheer sense of gratefulness should make everybody in the library do well by such helpful books. The book-selecting expert should never jettison any of them on any ground. The order-librarian should be prompt in getting them. The classifier and the cataloguer should give them "line-clear" treatment. The shelf section and accession-librarian should release them for use without a moment's delay. The reference staff should give them a central place in their apperceptive mass, and virtually hawk them about. They are the books which should be given to everybody and they are the books which everybody loves to read. But the general reader cannot spot them out except by chance which is untrustworthy or by the laborious

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process of trial and error which is exhausting, repulsive and likely to be given up before the result is achieved. Hence the need for the reference staff helping the general reader with such books even before being asked.

13273 ORIENTATION BOOKS

Then we pass on to the third intangible quality in books. It is a quality which is much sought by readers with a catholic taste; books which possess it may be called orientation books. They owe their value to the way in which specialisation gets intensified nowadays while at the same time the urge the man of culture has to know the inter-relation of the various branches of knowledge. It is hardly possible for him to sense this inter-relation merely by reading the specialised books ; and they are myriads. It has been estimated that 235,000 books are published each year. This makes one believe with Pope that

> When so much is said,
> One half will never be believed,
> The other never read.

And so the man of culture wants to have books that will explicitly show him the moorings of the present day progress in knowledge.

But such books are few and far between. Their specific quality is such as does not lend itself to be made obvious by the class number or their catalogue entries. Hence they get buried amidst the hundreds of the books which don't possess that quality. It is as difficult for the general reader to spot them

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out as it is to spot out the books with a message or those with a flair. Hence the need for the reference librarian's liaison service in their case also.

The library stands to gain generally by finding such books for those who want them ; the gain is so much that they should also find readers for such books. For, they are the books that widen the interests of those who are, by nature, conservative in their field of study. Once their curiosity is stimulated by orientation books, it can be kept up and even sublimated by feeding them with the books with flair. This process, if diligently pursued by a resourceful reference staff, will find more willing readers for the few germinal books—which act as lever. And it must be remembered by the reference staff that the ultimate consummation of the purpose of the library lies in finding currency for books of that quality—seminal books, as Geoffrey West[52] calls them—which open horizons even wider than their ostensible subjects stirring the imagination over the whole broad scope of life, skirting the deep unspoken impulse of religion and constituting as it were the flow of life itself.

13274 EXAMPLES

Let us illustrate : here are three sets of four books each, belonging to three different main subjects, *viz.*, mathematics, natural science and economics :

1 *Mathematics*

11. Russell (Bertrand). *Introduction to mathematical philosophy* ;

[52] *London mercury*. V. 39. 1939. November. P. 83.

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12. Hogben (L.). *Mathematics for the million* ;
13. *The place of mathematics in modern education* forming the eleventh yearbook of the National Council of Teachers of Mathematics of the United States, 1936 ;
14. Bowley (Arthur). *A general course of pure mathematics from indices to solid geometry.*

2 *Natural Science*

21. Crille (George). *Phenomena of life* ;
22. Wells (H.G.). etc. *Science of life*;
23. Thomson (J. Arthur). *Introduction to science* ;
24. Scott (George G.) *The science of biology.*

3 *Economics*

31. Stiner (Rudolf). *Problems of world economy* ;
32. Cole (G.D.H.). *The intelligent man's guide to the world chaos* ;
33. Kirkpatrick (E.A.). *Sciences of man in the making* ;
34. Thomas (S. Evelyn). *Elements of economics.*

13275 BOOKS WITH A MESSAGE

The first book in each of the above four sets is of a seminal nature. Russell's book for example which was published twenty years ago opened a new vista of thought. As stated in the preface of that book it turned the mind of mathematicians to a new direction altogether, namely, to the foundations of mathematics. Till then mathematics was supposed to begin with the natural numbers as its basic elements and proceeding thence to the development of the various branches. Witness the famous dictum of Kronecker (1823-1891)[53]. " The natural numbers were made by God, all else is the work of

[53] Moritz (Robert Edward). *Memorabilia mathematica.* 1914. P. 269.

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man." Russell's book contained the message that these numbers occupy only a middle position in the structure of mathematical science—with the older mathematical disciplines above and the new theory of the foundations below. His work really annexed to mathematics something which was lying undeveloped under the sway of philosophy—general theories of relation, order, sets and groups. The research output in this new field has been enormous during recent years. Special periodicals like *Scripta mathematica* and *Fundamenta mathematicæ* has come into existence to record progress in this field.

Similarly Crille's book which was published only two years ago is of a fundamental nature. It is the result of many years' patient investigation which was originally stimulated by a clinical experience in a hospital. It opens up a new method of investigation into cytological biophysics. Indeed it is inspiring to read Crille's picture of the cells of a living organism as secondary cells which store and transform the solar energy, which is the fountain of all the energy in life on earth. It is too early to say how much this book is going to transform future outlook on life or how long it will take to catch fire.

Rudolf Steiner's book on *World economy* embodies the inspiring lectures he delivered in the last years of his life. As usual the pundits of economics, whose *dharma* (= role in life) is to prevent onslaughts of revolutionary thought, would have nothing to do with it. But still to their embarrassment many

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things which Steiner said in those lectures are coming to be true. His theory is of so fundamental a nature and so dynamic that it is bound to provoke new lines of investigation in the near future.

13276 BOOKS WITH FLAIR

The second book in each of the above four sets is a book with flair. Hogben, for example, has written a most charming book on mathematics—a subject which is believed to be as dry as dust. Indeed this book has nearly beat all records as a best seller. He has written for the general reader and he has been rewarded by reaching an unprecedented number of them. He has convinced the public that a mathematics book can be as interesting as any other kind of book.

The same remark applies also to the *Science of life* of H. G. Wells and the economics-books by Cole. Both these authors are so well known for their flair and they have written so much that everybody knows about them.

13277 ORIENTATION BOOKS

The third book in each of the four sets of examples is an orientation book. *The place of mathematics in modern education* meets a real demand. During the last three years hardly a month has passed in the Madras University Library without some professor of mathematics coming and asking for an account of the way in which mathematics can water other fields of thought. This yearbook has been our mainstay in meeting such requests.

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Thomson's *Introduction to science* which appears in the Home University Series is a masterful contribution to methodology. It displays the whole spectrum of science and depicts therein the position of biology.

Similarly Kirkpatrick's *Science of man in the making* gives a systematic account of different branches of the humanities and their inter-relations. The chapter on economics defines the scope of the subject both by the enumeration of its special divisions and by the description of other subjects on which it borders.

13278 PROSAIC BOOKS

The fourth book in each of the above three sets is an ordinary reproducing text-book neither carrying a message nor possessing flair nor giving orientation.

13279 THE PROBLEM OF CHOICE

As has been already stated the sizing up of the books in the different ultimate subjects in accordance with the extent to which they share these four intangible qualities transcends the capacity of catalogue and classification. It is true that a specialist in a particular subject may be able to size up books in that subject. But the very same specialist will feel himself quite at sea when he is obliged to enter into some other subject either for pleasure or for information. Then there is the general reader who may feel equally at sea in all subjects. It would be nothing short of cruelty to leave them alone in a large library where books

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of such different qualities stand indiscriminately mixed up. Surely the Laws of Library Science have every right to protest against such cruelty to readers and to plead that no library should deserve that name if it does not provide the necessary human agency to pick and choose in a manner that will exactly fit the requirements of each reader. The very nature of books demands it.

133 What about Us?

1331 Coming to terms with Readers

While admitting that there are meek readers, ignorant readers, loiterers and wasters of time and that unreasonable, irritating, pompous, insulting readers drift into the stack-room, we must also agree that we too are sometimes tarred with the same brush. As individuals we each fancy ourselves as "easy to get on with." We go on thinking so quite simply and sincerely until one day a good friend, perhaps the wife, says "You know you are a difficult person at times, perhaps just a wee bit selfish," and we shed our self-complacency and realise all on a sudden that our self-satisfaction is largely based on the fact that we usually get a good deal of our own way. If we can by seeing the faces of readers gauge the depths of their experience, let us not forget that our face speaks volumes to them. How quick we are to see the weaknesses and the faults of others; how blind we are to our own!

The readers could tell a tale of their difficulties with reference librarians that might stagger us.

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How often a stammerer voluntarily banishes himself from the library, because an inexperienced reference assistant burst into laughter. As for the long-suffering unemployed visitors, what could they not say of the minor rebuffs and little discourtesies encountered in their search for solace from libraries. May be the fact of reference librarian's superior familiarity with books blinds some of us to the difficulties and to the points of view of the readers. To know, or try to know the facts relating to readers would make a sensible difference in our attitude. Pugnacity, that prolific source of all kinds of warfare, would give place to geniality. Let us admit it. We too are difficult. Bricks of fair size could be exchanged in a battle of complaints, and one day it may be worthwhile staging a show of the kind.

Let us have no illusion as to the perfectibility of human nature. Let us be sure that the readers are our good friends and partners in the enterprise of bettering humanity with the aid of books.

13311 Good Temper for Two

Even experienced men lose their temper when overworked and exhausted. As reference service is a new idea, the amount of physical and mental strain it involves is not yet realised by those in power.

"Where can I find information on Mira Bai ?"
"Go to the history shelves."
"I have seen all those books there."
"Then why do you ask questions as if you don't know anything ?"

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" No, I want to know if you can suggest any other source of information."

" Try the encyclopaedias : say, *Britannica* and *Religion and philosophy*. You may also try Baldwin's *Dictionary of philosophy*. Look up also the *Dictionary of national biography*. Also Chambers' *Encyclopaedia*, Nelson's *Century*,...... Why, what is the matter ? You seem to smile or......? "

" No, no. I do smile. Go on ! Exhaust your list of encyclopaedias."

" Don't be cynical !"

" Don't think you are talking to a child !"

" No, I am conscious I am talking to a scholar ! I beg your pardon—a professor who has read all the books in the history shelves !"

" There is a limit to everything !"

" So, there is ! Don't think that you alone can distinguish a child from a professor."

* * * *

The pitch was rising rapidly. The building had awful acoustic properties. The reverberation had reached a senior's ears. He arrived. The junior withdrew with reluctance, his eyes still glistening—but his anger slowly settling into sullenness.

* * * *

" I just want to have one point cleared up."

" Perhaps I can help you. I am not sure. I shall try."

" Is the story about Mira Bai accepting a pearl necklace from Akbar authentic ?"

" Perhaps this book may help you—*Bharatiya charitam budhi : a dictionary of Indian classical characters*."

" I don't read Hindi."

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"Never mind. I shall read it for you. Here it is! This very question is discussed. Akbar was 122 years posterior to Mira Bai. That settles the question."

"What a relief! Something in me told me that it should be a myth. I had been worrying myself about this for some months now. I had exhausted every book on history. No light. I was really worried. I am ever so....."

"No, no mention."

"I knew that this was the only place for all such difficulties!

"I am glad you are satisfied. Please forget what happened a while ago."

"Oh, it is nothing! It is an exception. I know he didn't mean anything. Probably he is overworked and tired. Everybody here is quite nice......"

And the recipe for such miscarriages: is there one? One really can't say, because we all go on doing our job to the best of our ability learning from actual experience—and then find our knowledge has come a trifle late for practice. Life batters us into shape; we are examples and spectacles to the young at our heels. There is a modern craze for sharing. May be the sharing out of good temper—witness Henry James's four words "good temper for two"—would help to solve the problem of facing readers. Let us try.

13312 SQUARE MAN IN ROUND HOLE

Knocks received from the public may by degrees batter up an otherwise competent reference librarian into a shape that will not allow overwork or exhaustion to betray him into bad temper. But

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the situation is quite different if the initial recruitment itself is faulty.

There are moments in the history of any society when a false philosophy guides recruitment. About a century ago, for example, the community of the New World believed that man was intrinsically a Jack-of-all-trades and that there was no such thing as individual aptitude. This really led to the adoption of the spoils system in politics and the principle of rotation in office. It led to a readiness to change from one occupation to another and to a lack of confidence in the expert in any field. Equalitarianism of the extreme crude variety was asserted by the collective will of the community in order to expunge outright all possibility for the persistence of the principle of petrified privileged classes. The principle of division of labour which is indicated everywhere in nature was thrown overboard along with the privileged classes in the belief that it was that principle which created them. If such an epoch coincides with that of the introduction of reference service, whose success depends so largely on personal qualities, the odds are very much against the furtherance of reference service.

When a misfit is recruited the additional strain on those who are of the right variety is not merely that of having to do the work of that misfit but also that of undoing the mischief that is done to the reputation of the library by the misbehaviour of the misfit.

A young undergraduate, new to the library, chanced to go to a misfit in the reference staff who was stretching

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himself to his full length in a chair that did not belong to him. He was a new recruit. But he was middle-aged, as he had seen many trades and having found no satisfaction, learnt something of library management and somehow got himself put into a library.

" Sir, can you give me Chesterton's letters ?"

" Bring the call number " boomed the misfit still stretched to his full length in the usurped chair.

The young undergraduate was puzzled. He wondered what call number might mean. He went back to the entrance, turned through the pages of the gate register and finally came back and said " 112."

" No, that can't be."

" It is correct, sir, I went to the entrance and verified it, sir."

" What did you verify ?"

" That is the number against my name in the gate register."

" Ha, ha, ha ! wonderful ! Is it call number ? Go to the cabinet, man, look up the author index entry and bring . . . . . the call number."

These were the words that escaped in an articulate form amidst the laughter of the misfit who regarded himself utterly superior on account of the knowledge of the library jargon he had picked up, a few months back.

The young undergraduate was smarting under this mixed shower of jargon and ridicule and stood motionless with his eyelids heavy with drops of water and his throat choaked with a lump.

* * * *

A senior chanced to come that side. The misfit skulked away to a distant gangway. But the young undergraduate was still motionless, though his eyelids were now nearly dry and his throat, clear.

" Can I help you ?"

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" Ye-es, please, if you can. I want Chesterton's letters."

" Chesterton's letters ! Let us try the catalogue. Perhaps you are new to the library."

" Yes, sir."

" Never mind, I shall help you. You will soon learn these things. Here, you are. This is the index. Here you find the clue. The number for Chesterton is O :3M74. Let us now look at the classified part of the catalogue. Here it is. But we have no " Letters " of Chesterton.

" But my father recommended it."

" Look at this huge book. It is called the *Reference catalogue*. It mentions all the English books in print. Let us look into this and verify if such a book exists at all......No, it does not exist.

" Thank you for your kindness. I have taken too much of your time."

" Never mind ; I am only sorry I am not able to help you with the book you want. Are you sure of what your father mentioned ?"

" Yes, sir. I am sure. He mentioned ' Chesterton's Letters to his godson.' "

" Letters to his godson '......to his godson '....Can it be Chesterfield's Letters to his godson ?"

" May be sir, I quite remember ' Letters to godson.' Perhaps it is not Chesterton.... It may be Chesterfield. Will you try ?"

* * * *

" You were right, sir. It was Chesterfield. When I took the book home my father was very pleased. He read it with me once. Then I read it over again all by myself. The whole of last week, I had been enjoying it."

" I am glad, you had what you wanted."

" May I go into that room where books are kept ?"

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"Yes, certainly. Why should you have any doubt?"

"Will he be there?"

* * * *

There is no greater sin than scaring away readers. Some are endowed by nature herself with such unsocial and detestable qualities as to make them permanently unfit for any job that involves contact with the public. Reference service depends so much on the geniality, self-effacement, and untiring energy of the reference staff that nobody should be recruited to the reference section without a thorough test by one who has had experience of reference service and its requirements.

13313 GROUP QUALITIES

The stuff of which the staff is made, the relations of the staff and the staff atmosphere will affect very intimately the service of the library. If these relations are bad, neither good buildings, nor good collections nor efficient methods will be of use.

The members of the staff should be on the most cordial terms among themselves. There should not be the least trace of jealousy or envy. Self should be suppressed to such a degree that every member is prepared to pass off all work as anonymous. Maeterlinck's picture of the work in the bee-hive contains the most vivid and accurate description of the spirit that should come over a library staff, if it is to function with maximum efficiency.

1332 COMING TO TERMS WITH BOOKS

We have to try one other thing. We should try to understand books. We should come to terms

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with them as much as with the readers. Perhaps this requires a much greater determination because the readers, being of our species, can participate with us in understanding one another. It may be that they appear to rub us on the wrong side but even that will ultimately prove to be a good in disguise.

But the books are mute. They are not participative as the readers. Compared to them they are rigid. It looks as if either we understand them or we do not. There does not seem to be much scope for diplomacy, tact, or negotiation in the ordinary sense. All preparation to come to terms has to be totally on our side. Even the move for finding peacemakers has to originate from us. Their ultimate choice also falls entirely on our shoulders.

13321 SPLIT MIND

Still it is as necessary to know them as it is to know the readers. It is no longer sufficient to know their backs. To establish contact between reader and book in a personal way we must know each party intimately. This means we have to understand books not for their own sake—we believe nobody does it—nor for the direct personal use of the knowledge that the understanding brings, as the readers do; we have to understand them in relation to their users—present and prospective. In fact as our eyes race through the pages of a book, our mind has to split itself into two. One part has to be told to receive and assimilate what the eyes

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draw from the book. The other part has to be kept sweeping the world of readers to find out individuals or classes—present or prospective—with whom contact could be established. Still the acquaintance which we have to cultivate with the world of books has to be as intimate as for those who put them to direct use. For when we are face to face with a reader our mind has again to be split into two. One part is to be told not only to record, associate and integrate what the eyes and ears pick up from him but also to psycho-analyse him and if he were an extrovert keep him in good humour by engaging him in a pleasant way till his book is found. All the while the other part of our mind has to be wandering among the books to pick out those which will fit him best. Thus it looks as if the reference librarian can at no time give away his whole mind to books. However much he may throw the blame for this on the nature of his job he should always be on his guard against the revenge which the books may spring upon him for such divided attention. They may escape re-collection if the acquaintance he made with them during the physical absence of the readers had not been intimate and thorough.

13322 MEDIUM SIZE LIBRARIES

This business of coming to terms with books is most burdensome in medium size libraries. In small libraries the new books come in such small numbers and are usually so little varied that the reference librarian can manage them individually

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without much strain. Big libraries will have an army of reference staff. Hence though the number of their daily accessions is as formidable as the range of knowledge covered by them the strain on the reference staff could be greatly relieved by a balanced scheme of specialisation. The reference staff of a medium size library on the other hand do not have either of these advantages. They have to undergo all the ordeals of the proverbial man between two stools. Unless they are conscientious and attain a high pitch of awareness the requisite intimacy with books will not be obtainable.

Result : a low tone of reference service, poor opportunity to win the good will of readers, low chance for a sympathetic strengthening of the staff to improve the tone, and in effect, heading towards inefficiency and inanity.

Only means of escape : hard work, long hours, sincere effort, wide interest and a high pitch of awareness.

1333 THE TRINITY IN LIBRARY

It must be constantly borne in mind that the library is a trinity made up of books, readers and staff—particularly the reference staff. We have a library only when all the three factors stand integrated. The reference staff should realise that they are the power that mediates between the reader and book and stimulates integration. Indeed their part is not unlike that of *Sakti* in the Trinity, *Purusha* (=the divine unmanifest), *Prakriti* (=nature which stands in need of enrichment by

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Purusha), and *Sakti* (=the energy principle that corresponds to the descending of *Purusha* on *Prakriti* and the ascending of the latter to the former). They must be proud of their opportunity to be the instrument of *Sakti*. All their life must be an offering and a sacrifice to the fulfilment of the fundamental Laws of Library Science.

While on floor duty the reference librarian should not look up to men because of their riches or allow himself to be impressed by the show or the power of their influence. His attention to the reader should be conditioned not by any of these factors but by the extent to which he stands in need of help and the effecting of contact between reader and book demands.

All stain of egoistic choice, of hankering after personal profit and of stipulation of self-regarding desire must be extirpated from him while effecting contact between reader and book. There must be no demand for fruit and no seeking for reward; the only fruit is the fulfilment of establishing contact between *Purusha* and *Prakriti*—between books and readers, the only reward a constant progression in the attainment of the ideals set by the Laws of Library Science. He should let no demand or insistence creep in to stain the purity of the self-giving and the sacrifice. His only object in action should be to serve, to fulfil and to become a manifesting instrument of the Divine *Sakti* in her works. There must be no pride of the instrument, no vanity, no arrogance.

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The books constitute *Purusha* as *Akshara Brahma* (=scriptal form of God). The readers constitute *Prakriti* manifesting itself as *Manushya Prakriti* (=human manifestation of nature).

The *Purusha* seeks fulfilment in enlivened *Prakriti* and the consummation of the *Prakriti* consists in realising *Purusha*. The descent of *Sakti* on *Prakriti* transmutes it and the sublimated *Prakriti* reaches out to the *Purusha*.

The reference staff should strive to acquire the necessary wisdom, strength, harmony and perfection to function as an instrument of *Sakti*. The aspects of *Sakti* which correspond to these four attributes are *Maheswari*, *Mahakali*, *Mahalakshmi* and *Mahasaraswati* according to Indian tradition. The following description of these four aspects of *Sakti* extracted from Sri Aurobindo's *Mother* gives an idea of what the reference staff should have as their ideal.

13331 MAHESWARI (WISDOM)

She is the mighty and wise, one who opens us to the treasure house of knowledge. Tranquil is she and wonderful, great and calm for ever. Nothing is hidden from her that she chooses to know. A strength is in her that meets everything and masters. She deals with men according to their nature. Partiality she has none. To the wise she gives a greater and more luminous wisdom ; those that have vision she admits to her counsels ; the ignorant and foolish she leads according to their blindness. In each man she answers and handles the

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different elements of his nature according to their need and their urge and the return they call for, puts on them the required pressure and leaves them to their cherished liberty. For the truth of things is her one concern, knowledge her centre of power and to build our soul and our nature into the divine Truth her mission and her labour.

13332 MAHAKALI (STRENGTH)

There is in her an overwhelming intensity, a mighty passion of force to achieve, a divine violence rushing to shatter every limit and obstacle. She is there for swiftness, for the immediately effective process, the rapid and direct stroke, the frontal assault that carries everything before it. When she is allowed to intervene in her strength then in one moment are broken the obstacles that immobilise it or the enemies that assail the seeker. She is loved and worshipped by the great, the strong and the noble ; for they feel that her blow beat what is rebellious in their material into strength and perfect truth, hammer straight what is wrong and perverse and expel what is impure and defective. But for her what is done in a day might have taken centuries. To knowledge she gives a conquering might and imparts to the slow and difficult labour after perfection an impetus that multiplies the power and shortens the long way. It is by grace of her fire and passion and speed if the great achievement can be done now rather than hereafter.

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13333 Mahalakshmi (Harmony)

She throws the spell of intoxicating sweetness of the Divine ; grace and charm and tenderness flow out from her like light from the sun and wherever she fixes her wonderful gaze and let fall the loveliness of her smile, the soul is seized and made captive and plunged into the depths of an unfathomable bliss. Magnetic is the touch of her hands and their occult and delicate influence refines mind. The world's riches are brought together and concerted for a supreme order and even the simplest and commonest things are made wonderful by her intuition of unity and the breath of her spirit.

13334 Mahasaraswati (Perfection)

She is *Sakti's* Power of Work, and her spirit of perfection and order. The youngest of the four, she is the most skilful and nearest to physical nature. She presides over the details of organisation and execution, relation of parts and effectual combination of forces and unfailing exactitude of result and fulfilment. The science and craft and technique are her province. Always she holds in her nature and can give to those whom she has chosen the intimate and precise knowledge, the subtlety and patience, the accuracy of intuitive mind and conscious hand and discerning eye of the perfect worker. This power is the strong, tireless, the careful and efficient classifier. Her action is laborious and minute and often seems to our impatience slow and interminable, but it is persistent, integral

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and flawless. For the will in her works is scrupulous, unsleeping and indefatigable ; leaning over us she notes and touches every little detail, finds out every minute defect, gap, twist or incompleteness. Nothing is too small or apparently trivial for her attention. In her constant and diligent arrangement and re-arrangement of things her eye is on all needs at once and the way to meet them and her intuition knows what is to be chosen and what rejected and successfully determines the right instrument, the right time, the right conditions, and the right process. When her work is finished, all is solid, accurate, complete, admirable. She is ready to face an eternity of toil if that is needed. Therefore of all the Mother's powers she is the most long-suffering with man and his thousand imperfections. Kind, smiling, close and helpful, not easily turned away or discouraged. A mother to our wants, a friend in our difficulties, a persistent and tranquil counsellor and mentor chasing away with her radiant smile the clouds of gloom, fretfulness and depression, reminding always of the ever-present help[54].

13335

Such then are the attributes of the four aspects of *Sakti* who should inspire us in reference service. This inspiration should embrace both our external doings and internal activities. The internal work is that of self-discipline and self-perfection, so that we may get illumined knowledge, and lose ourselves

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[54] Aurabindo. *Mother*. 1928. Pp. 50-84.

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in universal love and delight and find ourselves in supreme self-mastery and all-mastery. Perfection will come when we feel ourselves an eternal portion of the consciousness and force of *Sakti*, being of her Being, force of her Force and ananda of her Ananda. When this condition is entire, knowledge, will and action will become sure, simple, luminous, spontaneous and flawless and an outflow from the Supreme.

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PART 2

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CHAPTER 21

WHAT?

Ready reference service is reference service finished in a very short time—in a moment if possible. In other words, time is of the very essence of ready reference service. Usually the section of a library which specialises in it is called Enquiry Desk. This term emphasises an aspect of it; the staff meets an enquirer face to face and answers his enquiry immediately. It is also usual to describe ready reference service as fact-finding.

To fill up the details in the picture of the what of ready reference service it is possible to approach it from the side of the enquirer—perhaps one should say the dominant type of enquirer. He will vary with the nature of the library. Hence we may as well say that the most helpful approach to the question is from the side of the nature of the library. From the point of view of ready reference service we may recognise three classes of libraries.

211 Business Libraries

The first class is typified by what are known as business libraries which include commercial and industrial libraries. Their main function is to furnish information either on demand or in anticipation. The furnishing of information on demand

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is ready reference service. Finding information in anticipation is usually of the nature of long range reference service. The clientele of a business library are busy persons who cannot find time to hunt up for information themselves. Their time is all required in the pursuit of their specific business. The library department of a business house owes its genesis to a realisation of the need for a division of labour. Fact-finding is the labour which falls to the share of the library department. Hence ready reference service in a business library is the furnishing of the exact information sought by the enquirer, who, as we have seen, is a member of the business body whose specific field of labour lies elsewhere. The very economy of a business library rules out, therefore, the general conception that reference service should stop short of finding out the exact information for the reader but should end merely with establishment of contact between the enquirer and the right book. Thus business libraries demand an extreme form of ready reference service.

212 ACADEMIC LIBRARIES

At the other extreme we have the academic libraries, particularly school, college and university libraries in relation to the majority of their clientele. An important function of such libraries is the education of their clientele in the use of ready reference materials. They function as laboratories in which the art of fact-finding is learnt by actual practice. Hence stimulation of self-help is of

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the very essence of such libraries. If the ready reference staff imports into such libraries the practice of business libraries and themselves find out facts for the enquirers, it would amount to thwarting the very purpose of their existence. In them proper ready reference service would consist mostly of helping the enquirer to help himself. He must be lead by a sequence of dextrous suggestions to the right reference book and then made to locate and abstract the requisite information by his own efforts. It may not be out of place to take an active interest in the reader's pursuit of facts without producing an impression of over-solicitude or undue curiosity.

Example :

A new research student wanted full information on cotton. He was started on Watt's *Dictionary of economic products of India.* Not knowing that the terms used as entry words in that dictionary were scientific ones he looked up the 'C' volume and was disappointed. At this stage a suggestion was thrown to him that the index volume might be consulted.

There he picked up the reference "Cotton, Indian arboreous G. 382." Having been perplexed for a while about the significance of the letter 'G' he examined the set and found that volumes III and IV bore the letter 'G' on their spines. He pulled out the III volume and opened page 382 but got 'Fishes.' Feeling embarrassed by this find he tried volume IV page 382 and this gave him 'India rubber.' Embarrassment gave place to disgust.

This was the right moment to give him further help ; and so he was told that the numbers given in the index referred to the commodity-number shown in the

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margins of the pages and not to the page-number. With this information he again examined the III volume but the last commodity-number it gave was only 380. The fourth volume did give 382 but the commodity covered by it was "Chaulmugra oil" and not "Cotton."

Now he was asked to read the prefaces to the several volumes. He was helped to find the errata given in the preface to the last volume. It contained the following passage :

"The numerical references are to the series of numbers entered in the margin of the dictionary and commence afresh with each letter of the alphabet.... Attention has been drawn to the fact that an error runs through volumes III, IV and V of the dictionary when the consecutive numbers of Letters G and L, in passing from volumes III to IV and from volumes IV to V respectively, have been duplicated..... It is suggested that those who possess the uncorrected volumes should adopt a similar course making the first reference in volume IV, G.381 and in volume V, L.379. Reference to letters G and L in this index must be taken subject to the above erratum.

This passage led him to the equation G.382 = Volume IV G2 and he got the information he wanted.

If the enquirer were a member of the staff of a business library or if he were a casual visitor whatever be the library, the proper form of ready reference service would have been to have traced the particular page for him ; but in this case the library in question was a university library and the inquirer was a young graduate who had just then registered himself as a research student of the

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university. In his case the duty of the reference staff was not merely to find out the fact for him; that was only secondary. The primary object was to help him to educate himself in the use of this set which he would have to consult frequently and to make him realise the existence of dictionaries which differed in arrangement from the linguistic dictionaries he was accustomed to use as an undergraduate.

One may even go to the extent of satisfying oneself whether the enquirer has got the right fact. This extreme step in ready reference service in an educational library is a delicate one. It is only an experienced ready reference librarian that can take that step without going beyond the limits of decorum. It should never be done in a way that gives even the slightest occasion for the enquirer to suspect that the librarian doubts his capacity to find out facts correctly. If the manner of the librarian gives rise to such a feeling in the enquirer it will lead to a very unpleasant reaction. If the enquirer is of an aggressive type he may become rude. If on the contrary he is of a mild nature he may become too shy to come to the library any longer for such help. Whether the ready reference librarian has acquired the flair to take this extreme step or not it may be stated that the aim of ready reference service in an educational library is solely the establishment of contact between the right reader and the right book.

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2121 An Exception

However in a school, college or university library all the enquirers may not belong to the category described above. Such a library will also be obliged to function as a business library in relation to the management and perhaps even in relation to the academic staff to some extent. Surely, it would be absurd for the ready reference librarian of a university library to refer his vice-chancellor to the *Who's who* when he urgently wants the address of a professor in some other university for completing a memorandum. So also it is doubtful wisdom to refer a teacher to the year-book when he wants a note to be sent to his class regarding some data which he suddenly requires in the class-room. No doubt, it is quite possible for an unscrupulous member of the faculty to transfer to the shoulders of the reference librarian much of the load that should legitimately be borne by himself. This is a delicate situation which requires tactful handling. It is better to err on the side of furnishing the actual information in doubtful or difficult cases.

213 Public Libraries

From the point of view of what of reference service public libraries partake the nature both of business libraries and of academic libraries. Their clientele are a mixed one as they are made up of the entire public. Experienced businessmen as well as immature students will turn up at the enquiry desk of a public library. This means that the

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ready reference service of a public library cannot be of a homogeneous type. For some enquirers the actual information will have to be found out. For others the proper thing will be to establish contact with the right kind of reference books.

2131 Find Out the Facts

A lady might just step out of her car and ask for the address of an official of the town. She is best served by looking up the telephone directory and giving her the exact address. It may not be polite to ask her to help herself. Somebody who has to send out an urgent telegram may ask for telegraph rates. Perhaps the man at the reference desk can furnish that information even from memory. Surely, in such a case there is no need to pass the telegraph guide on to the enquirer who is in a hurry. A trader may ask for the earliest date of sailing to Singapore and he may not be interested in wading through the pages of the *Traveller's gazette*. It is not against the spirit of ready reference service to furnish the exact information in such cases, even in public libraries.

2132 Simply Establish Contact

On the contrary when the younger folk seek facts at the ready reference desk it would be more beneficial to them if ready-made facts are not furnished. It may be that they had been asked to search for the facts as a piece of exercise—as a means of learning the use of reference books. The very purpose of their pursuit of the facts will

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obviously be lost if the ready reference librarian straightaway dictates the information to them. In their case ready reference service should really consist of eliciting from them in a heuristic way the path they should pursue and the reference books they should consult to arrive at the facts sought.

A young man came with a list of the following words :

Allergy	Debunk
Bathography	Nazism
Clambake	Pedology
Comintern	Safe period

Totalitarian

He wanted their meanings. He was suspected to be an addict to cross-word puzzle and help was denied to him. As soon as he realised that he was misunderstood he took pains to convince the reference staff that he was seeking the meanings of these words for a more serious purpose. Then he was asked to consult the dictionaries, which occupied six bays of shelves in the reference collections in the reading room.

* * * *

" It is a very tiresome job. I have looked up several volumes but these words are not found."

" You must have patience, my dear young man."

" When I was at school my teacher told me that the people here in the library would help us readily in all such matters."

" Yes, it is true, but we only help you to help yourself."

" As I want the meanings urgently will you please find out the meanings for me this time as a special case ?"

" Why ? What is the urgency ? Do you want them in the next five minutes ?"

" No, no. I can stay on till the library closes."

" Then why don't you search for them yourself ?"

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"I want to be the first in finding out the meanings."

"What do you mean by first?"

"Our officer has set this problem to several of us on the staff."

"Why?"

"He is an enthusiastic officer. He wants that we should ever be increasing our general knowledge. He asks us to go to libraries and learn to use and enjoy books."

"But why has he set you these puzzles?"

"For several days he asked us to go to the library. But few of us did. Now he has offered a prize to be given to the person who brings the meanings of these words earliest."

"I see! I have no objection to find out the meanings on one condition. You should allow me to inform your officer of the exact extent to which you and I exerted ourselves in this matter."

"No, no. It is no good for me. Then he would not give me the prize."

"It is very interesting! Why does he do all that?"

"He wants us to learn the use of books."

"If I find out for you the meanings of these words, will it not defeat the purpose for which he has set the problem?"

"Yes, I quite see. It was really silly of me to have thought of this short-cut."

Then the young man was told that these words came into existence very recently and that he should look up the latest supplements to dictionaries or the latest editions.

There may not be much harm in going a step further in the case of freshmen and helping them to understand the scope, arrangement and structure of the reference book to be used. But the ultimate location of the fact should be left entirely to the enquirer. Even mature people may have to be

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treated in this way under certain circumstances. Surely when they are eager to help themselves the ready reference librarian should not officiously thrust his services on them. On the other hand his policy should be to avoid giving an opportunity to mature persons, who have the leisure but are too idle to exert themselves, to unduly exploit his willingness to locate the facts sought. In fact a good deal of tact and discretion should be used by the man at the enquiry desk of a public library in deciding the most appropriate form of ready reference service that will suit each enquirer. It cannot be reduced to a rule of thumb. It is a matter of flair. When the wrong man is placed at the enquiry desk many embarrassing situations may arise.

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CHAPTER 22

WHY?

In examining the what, some light has already been thrown incidentally on the why of ready reference service. However, it may be well to examine it *ab initio* in all its aspects. The answer to the why of ready reference service is best sought along three lines of enquiry. The history and the nature of reference books can be said to make ready reference service a necessity. The nature of the clientele of a library also contributes its quota. A still other consideration that justifies ready reference service involves an examination of national economy.

221 Nature of Reference Books

As we have already seen books are artificial entities. It may be stated here that ready reference books are particularly so. Their artificiality has not yet had as much time as that of ordinary books to get worn out. Reference books—not to speak of ready reference books—came into existence only long after printing made ordinary books a common commodity. The first encyclopaedia, for example, appeared only in the middle of the eighteenth century. The first English dictionary also belonged to that period.

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22101 ANCIENT REFERENCE BOOKS

It may be misleading if we omit to mention here that reference books in Sanskrit language appear to have been in existence from very early days. The *Niruktas* were virtually dictionaries which belonged to the vedic age. The *Amarakosa* is reputed to be the earliest extant dictionary in classical sanskrit. It is said to have been written in the fifth century. The Vedas had been provided with ready reference indexes known as *Anukramanikas*. The *Puranas*, whose age is still unsettled, are virtually encyclopaedias. Varahamihara's *Brihatsamhita* is a scientific encyclopaedia. No doubt all these reference books belonged to the manuscript age, while some like the *Niruktas* and *Anukramanikas* belonged to an even earlier oral age when writing was not widely practised. These circumstances naturally make the earlier reference books differ in several ways from the reference books of the modern printed age. Perhaps other classical languages too had their own reference books even in remote times. Hence the statement in the preceding paragraph should be taken to refer only to modern languages.

22102 YEAR-BOOKS

When we turn to ready reference books, as distinguished from reference books, their history begins only from the last century. Two of the earliest year-books are the *Year-book of facts in science and art* (1827); and the *Congregational year-book* (1846). They are now defunct. The now familiar *States-*

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man's year-book which was one of the earliest in the field was founded only in 1864. Whitaker's *Almanack* made its appearance in 1861 and the *Year-book of the scientific and learned societies of Great Britain and Ireland*, in 1884. A year-book, it may be stated, is an annual summary either of events throughout the world during the previous year or of general or local progress in some one department of administration, art, science or industry. The International Institute of Intellectual Co-operation which began as a dependent auxiliary of the League of Nations in September 1921 and got itself established at Paris in November 1925 has drawn up a plan to edit a series of specialised year-books beginning with an international *Who's who*.

22103 DIRECTORIES

Directories which are another form of reference books that have now come very much into vogue began to appear a little earlier than year-books. The earliest known directories are J. Brown's *Directory or list of principal trades in London* (1732); and Whitehead's *Newcastle directory* (1778). A directory is usually a book containing the names, addresses, occupations, etc., of the inhabitants of a town or district, a list of the users of a telephone system or of the members of a particular profession or trade or any other list of a like nature.

22104 CHANGES IN READY REFERENCE BOOKS

Such ready reference books are now increasing in number. Hundreds of classes of knowledge are now attracting to themselves year-books, directories,

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encyclopaedias and so on. It must be said that such ready reference books are still in the formative stage. They are being continuously improved in several respects. Many experiments are being made in regard to them.

The changes undergone by the *Reference catalogue of current literature* in recent years is an instance in point. Upto 1928 it consisted of three volumes: V. 1. Index; V. 2. A-K; and V. 3. L-Z. In 1932 volumes two and three were spread over four volumes and the index in the first volume, which was till then in one alphabetical sequence as in a dictionary catalogue, was split into two sequences—one for the authors and the other for the titles.

Till 1936 it was only the index volume that was specially compiled; the other volumes were made up by merely assembling and binding together the catalogues of individual publishers in an alphabetical order by the name of the publishers. One result of this arrangement was that the information was not uniform in all cases. There were also special indexes forming part of the catalogues of the individual publishers. Some of the constituent catalogues were author-catalogues, some were classified and some were in dictionary form. They also featured prominently various series.

But in 1936 a great change was introduced. The catalogues of individual publishers were not used in that manner; the whole work was compiled *de novo* in a single volume. It consisted of two alphabetical sequences one for the author and the other for the title. A system of contractions was invented by which each entry assumed a condensed form—almost the form of 'a title, a line.' The urge for economy of space led to the omission of the initials of the authors in the title part. To find out the initial from the author part is a laborious affair. Even reference librarians feel that their patience fails

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them. No wonder that ordinary readers who are obliged to consult it leave it in despair. The featuring of the publications belonging to series has been completely abandoned. However it has been restored in the 1940 edition. There is no doubt that attempts will be made to introduce further improvements in successive future editions. Hence although the *Reference catalogue* is a familiar title the necessary changes introduced from edition to edition make the services of a reference librarian essential to make the reader use them profitably.

22105 READY REFERENCE BOOKS OF INDIA

Variety of scope, arrangement and even of the physique are therefore incidental to this experimental stage. Hence special effort is necessary to handle and use these ready reference books expeditiously and effectively. The position is particularly tantalizing in the case of some of the ready reference books produced in India.

Industry year-book and directory. This is a mine of information on commercial and industrial matters relating to India, Burma and Nepal. Though planned as a ready reference book it does not yield information as readily as it is expected to do.

It has five separate tables of contents. The main table of contents occupies two pages. Within this under 'Technical institutions' one finds a note "*Detailed contents on page 35*." Under "Classified trades and industries" another note reads "*Detailed contents on page 17*."

The next table of contents is on pages 17-34. It is a classified list of trades and industries. Pages 35-38 form another table of contents relating to technical institutions. Pages 39-44 constitute the contents the "Gazetteer of market places". The details enumerated in the tables are hemmed in between advertise-

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ments at the top and bottom. The result is that the advertisements are given better relief and the substantive matter is thrown into the shade. No wonder the readers mistake the contents as advertisement stuff.

Coming to the index few entries are of the type of relative index. Most of the entries are only of the concordance type. Under every such entry there is a wilderness of page numbers ; and unless the reader has the patience to try every page referred to he cannot know what it is about. Even if he tries every number he is not sure of getting the information as some important items contained in the book are not included in the index. For example, information about the Tata Education Scheme is found in the text ; but it is not found in the index. What a difference from Whitaker's *Almanack !*

2. *Madras States and Mysore directory*. This contains information about Mysore, Travancore, Cochin, Pudukottai, Banganapalle and Sundur, besides ' Who's who' for the respective states. There is an index only to the ' who's who ' portion and not to the historical, political and descriptive information about the states. One has to manage with the table of contents which process detracts from its usefulness as a ready reference book.

3. *The Asylum press almanack and directory of Madras and Southern India (including Nizam's Dominions, Mysore, Travancore and Cochin)* is one of the oldest Indian directories which is now unfortunately in a state of suspended animation. It is believed that its resurrection is in sight. It is a terrible hotch-potch. It hides many useful pieces of information in such a haphazard way that neither the contents which are fairly elaborate nor the index which is very badly and inadequately done bring them to light.

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The classification is shoddy. Some entries occur in two or more sections with differing details without any significance; the information is hopelessly out of date in some cases. There is no uniformity of standard even in other respects. Perhaps most of these defects are ultimately traceable to financial difficulties which in turn is due to the absence of an adequate appreciative public to patronise the venture.

With all these defects it is a mine of information not only about South India which alone is featured in the title-page but also about other parts of India. Section II which extends from pages 105 to 202 deals with All-India. There is an appendix whose pages are numbered A1 to A138 and which begins with the words "Part II, Foreign" (there is no indication as to what Part I is and the term 'foreign' is misleading). This appendix gives condensed directories for other Indian provinces and Rangoon. However, that does not exhaust its function; for, it has a sub-section entitled 'Textile mills in India' which includes information about South India also.

Not infrequently it happens that officials call at our library for some information about India. When we go to pull out this almanack they try to save our time with the warning:

"I have a copy of this on my table. It does not give the information I want."

"Is it so? It may behave better in a librarian's hands! Let me try......Here it is!"

"What a d-d fool I am! I tried and tried but I could not put my fingers on this page."

"No, it is no mistake of yours. The arrangement here is too involved and far from consistent."

Such situations arise frequently in the use of Indian directories. The fact is that they have a

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precarious existence for want of an assured market. Indeed the wonder is that they exist at all. The producers have not yet realised that the production of a directory or a year-book is an art. The work is often slip-shod. There is no uniformity of treatment for similar topics. Even apart from this particularly bad state of affairs in works of Indian origin, the ready reference books do, as a class, exhibit a great range of variation in their scope, arrangement and up-to-dateness, whatever be the country of their origin.

2211 SCOPE

No two ready reference books in the same subject are identical in scope. The fact that a new book is launched when another exists in the same subject may by itself be sufficient to lead one to infer that the newcomer should have a different scope. But the variation in scope may not be anything obvious. It requires intimate knowledge and familiarity to note the difference. But unless one possesses a knowledge of such differences the ready reference books will not yield the best result. To size them up and to know their special features require a persistence of application which will be possible only for those whose main business is to specialise in them. Apart from offending the Second and Third Laws of Library Science, there can be nothing more wasteful and even cruel than to have on the shelves volumes which contain the exact information sought by an enquirer, and yet to let him to go uninformed because the library has not got a

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person who with readiness and alertness can help in bringing the information to the notice of the enquirer.

> Almost every week brings into a busy library inexperienced enquirers that search the pages of the *Dictionary of national biography* for light on Lloyd George whose heterodox speech on the Hitler—Chamberlain tangle they read in the daily of the previous night. Nor do we lack those who fidget with the leaves of the *Who's who* and throw it away in disgust because it does not inform them about Charles Darwin. Although veteran readers may imagine this to be abnormal or unusual, not a day passes without the reference staff having to gently suggest the right books for adults in such predicaments.

22111 BIOGRAPHICAL DICTIONARIES

Taking the class of the oft-used biographical reference books two pairs of categories may be recognised as determined by their scope ;

(i) International and (ii) Regional or national.

And again (i) General and (ii) Special or those that confine themselves to particular subjects.

Each of these four may be further divided on the basis of time characteristic into (1) Retrospective or confined to the names of the dead (2) Contemporary or limited to the living and (3) an admixture of both.

221111 INTERNATIONAL, GENERAL AND RETROSPECTIVE

Some of the so-called classical dictionaries or biographies are international and general in scope

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but restrict themselves severely to the past, often to the distant past.

Example :

Smith (William). *A dictionary of Greek and Roman biography and mythology.* 3. V.

221112 INTERNATIONAL, GENERAL AND CONTEMPORARY

The *Who's who* part of *Europa*, though confined to living persons, covers all subjects and many countries.

221113 INTERNATIONAL, GENERAL AND CONTEMPORARY AS WELL AS RETROSPECTIVE

Joseph Thomas's *Universal pronouncing dictionary of biography and mythology* is an example of the general and international type which ranges over all time. It includes the lives of men and women of all nations and all times including the living ones. It goes even a step further. For it has no objection to club with historic persons other beings who are ordinarily eschewed as mythological. Vyasa and Narasimha (names of the supernatural and the divine familiar to the Hindus) Gokhale and Naoroji (names of deceased Indian celebrities) and Tagore and Gandhi (names of living Indian worthies) can all be found in its columns. As the scope is so wide the information about each is naturally brief. A useful special feature which an ordinary reader may not know or remember is the pronunciation of names.

221114 REGIONAL, GENERAL AND RETROSPECTIVE

1. *The Dictionary of national biography* is an outstanding example of the category which is restricted regionally and temporally. It gives long biographies of persons of the British Empire who have shed their mortal coil.

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It must be specially stated that Americans of the colonial period only are given space in its pages. The articles are by specialists and furnish bibliographies both of the sources of the biography and of the works of the biographee. Iconographic information is another feature of this work.

2. The *Dictionary of American biography* is similar in scope except that its region of interest is the U.S.A. and not the British Empire though it has no objection to include some Britishers of the colonial period.

3. Most nations have such national biographies. But India.....?

As a partial substitute we may mention *Bharatiya charitam budhi* or the *Dictionary of Indian classical characters*. It is in Hindi and gives biographies of the Hindu and Muhammadan periods.

221115 REGIONAL, GENERAL AND CONTEMPORARY

1. *Who's who* is of the contemporary type restricted mainly to the British Empire. It is an annual giving under each name information about birth, parentage, education, marriage, family, profession, publications, accomplishments, hobbies and present address. A special feature that is usually overlooked is the obituary list for the year which comes immediately after the list of abbreviations at the beginning.

2. *Who's who in America* is a biennial publication restricted strictly in regional scope. Outstanding international personalities like Hitler, Mussolini and Stalin can be seen in the British *Who's who* but never in *Who's who in America*. The Munroe doctrine appears to persist in its columns !

3. *Who's who in India, Burma and Ceylon* shows by its very title that it is contemporary and regional in scope. But one exception is that it gives information about the members of the royal family of England and of the

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British cabinet, about the viceroy and the governors of provinces of India, besides the who's who among Indian chiefs, who's who in India, Burma and Ceylon, who's who in Indian industry and commerce and a general index.

The user of the book must always bear in mind that unlike other who's whos there are as many alphabetic sequences in this book as the number of who's who sections. If an enquirer is not told about this feature, and led to begin with the index, which is uncommon in a who's who, he is often lost in its mazes.

221116 Regional, General and Retrospective as well as Contemporary

C. E. Buckland's *Dictionary of Indian biography* is, as its term shows, regionally restricted. But it includes contemporary names as well as names which go back to the middle of the eighteenth century.

221117 International, Special and Retrospective

M. M. Marie's *Histoire des sciences mathematiques et physiques* (12 t.) is an example of a biographical reference book of a purely retrospective type confined to a limited field of knowledge.

221118 International, Special and Retrospective as well as Contemporary

Poggendorff's *Biographisch-literarisches Handworterbuch zur Geschichte der exacten Wissenschaften* is restricted only to the sciences. But in the restricted field it is international, retrospective and contemporary. Under each name are given a short biography, a full bibliography and occasionally sources for fuller biography.

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221119 Regional, Special and Contemporary

The following are some examples of biographical reference books confined strictly to contemporaries in limited fields of knowledge :

1. *Who's who in library service*
2. *Who's who in science*
3. *Who's who in engineering*
4. *Who's who in chemical and drug industries*
5. *Who's who in occultism, new thought, psychism and spiritualism*
6. *Who's who in art*
7. *Who's who in literature*
8. *Who's who among living authors of older nations and*
9. *Who's who in finance, banking and insurance.*

22112 Year-Books and Directories

Next we pass on to year-books and directories which specialise in current information and statistics. Four categories of this type of reference books may be recognised as determined by the regional and subject scopes : (i) International and general, (ii) International but specialised, (iii) Regional but general and (iv) Regional and specialised.

221121 International and General

1. *Statesman's year-book* is a concise and thoroughly reliable manual of descriptive and statistical information about all countries of the world. For each country it gives the same pattern of information—its ruler, constitution and government, area, population, religion, instruction, justice and crime, pauperism, public finance, defence, production and industry, agriculture, commerce, shipping and navigation, communications, banking and credit, money, weights and measures, diplomatic representatives, etc. A distinguishing feature is a select bibliography at the end of the account of each country.

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Its chapters run as follows:—Introductory tables giving world statistics of petroleum, iron and steel, gold, cotton, etc., comparative strength of navies, League of Nations, etc., British Commonwealth, and United States of America followed by the other countries of the world in alphabetical order.

(2) Whitaker's *Almanack* (complete edition) is another annual after the model of *Statesman's year-book*, but it contains much more miscellaneous information. Its special features are: an elaborate dictionary of abbreviations, calendar of anniversaries, astronomical and meteorological information, historical events of the year, etc. One most important fact that the reference staff should remember about the book is that it gives an annual summary of the achievements of the year in the fields of science, literature and art and that it has an elaborate index revealing every minute detail in the book. With a copy of Whitaker's *Almanack* on the table the reference staff can answer many of the ready reference questions.

221122 INTERNATIONAL AND SPECIAL

1. *International year-book of agricultural statistics, Rome,* is international in scope but specialises in agricultural matters. It is an authoritative compilation of statistics on distribution, acreage, yield, exports and imports, prices, farm animals and so on.

2. *Year-book of education, London,* is international but restricted to education. It gives a survey of education in Great Britain, the other countries in the British Commonwealth of Nations, and many foreign countries. There are statistical data and many independent articles on current problems of education. Users are referred back here and there to previous volumes for further information and hence each volume of this set becomes a supplement to another. One must

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remember that it cannot be used as an educational directory.

3. The *Educational year-book* of the International Institute of Teachers' College, Columbia University, though international in character and restricted to education like the *Year-book of education, London*, presents another variation in the scope of its subject matter. Each volume specialises in surveying a particular educational topic and the entire set is conceived as a whole and has to be used as such by the reference staff. Periodically the same topic may come up for a resurvey in later years. The following is the distribution of special topics :

1924 Method ; 1925 Elementary curriculum ; 1926 Secondary curriculum ; 1927 Training of teachers ; 1928 Vocational education ; 1929 Educational philosophy ; 1930 Secondary education ; 1931 Colonial education ; 1932 Religious education ; 1933 Missionary education; 1934 Higher education ; 1935 Teachers' organisations; 1936-37 General survey ; 1938 Rural education ; and 1939 The meaning of liberal education in the twentieth century.

4. *Minerva Jahrbuch* and *Index generalis*, both international but restricted to education, present a still another variation in scope. They are not reviewing year-books as the two preceding ones ; they do not contain long chapters or articles. They do not requisition the services of specialists. They are merely compilations of educational facts of an instructional, personal, and bibliographical nature, collected mostly from the calendars of the educational and research institutes and learned societies of the world. They are, in fact, directories in the strict sense of the word.

221123 REGIONAL AND GENERAL

1. *Europa* : As the title itself indicates it is restricted to Europe only. It consists of three loose leaf books

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which are kept up-to-date by the periodical addition of new leaves and the replacement of the old by new ones. The first volume is an encyclopaedia of Europe, and the second is a European who's who and the third deals with European archives. For every country it gives a directory of political, industrial, financial, cultural and scientific organisations. Its specialities are the valuable sections on the League of Nations, world politics and economics, international organisations, non-Europeans in Europe, etc. In arrangement the international section occurs first and then follow the European countries in alphabetical order.

Since 1938 the *Europa* has developed a fourth part on the same model with the title *Orbis* and devoted to extra-European countries.

2. *Indian year-book* is also regional though general. It is a "statistical and historical annual of the Indian Empire with an explanation of the principal topics of the day." As examples of similar year-books may be mentioned *Asylum press almanack and directory, Madras*, begun in 1802 and defunct from 1936, *China Year-book*, *Japan year-book* and *Soviets Union year-book*.

221124 Regional and Special

1. *Constitutional year-book* on the other hand is restricted both by region and subject. Its scope is chiefly political. It gives complete information for Great Britain relating to parliamentary constituencies, members, candidates and elections, election law and procedure, statistics bearing on elections, tables of statistics on many subjects essential for the study of current economic and industrial problems.

2. The following are some other examples of regional and specialised year-books and directories :

21 *Directory of Indian libraries.*

22 *Handbook to Indian Universities.*

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23 *Industry year-book and directory* (India).
24. *Indian financial year-book.*
25 *American art annual.*
26 *Labour year-book* (Great Britain).
27 *Cotton year-book* (Great Britain).

22113 STATISTICAL ANNUALS

Another class of ready reference books consists of the several statistical annuals published by the governments of various countries. Till recently the final assembling and featuring of statistics had been left in the hands of different departments of government without any co-ordinating agency. Hence readers meet with many difficulties. A whole volume of statistics may appear under the misleading title 'annual reports.' The headings in the volumes published by related departments may not be correlated. The period covered may vary from department to department and show irritating inconsistency even in the same department. It is true that many countries have now begun to have a central department of statistics with the object of rendering their statistical annuals uniform and readily understandable by readers. In spite of it they have not yet been made sufficiently fool-proof to make reference aid unnecessary. There continues to be subtle differences in the area covered by reference books of apparently similar scope. These evade the ordinary readers. The specially trained vigilance of the reference staff is necessary to bring them home to the readers. Perhaps one example will do.

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The Ministry of Agriculture and the Empire Marketing Board of the United Kingdom do not deal with the same region. Their reports are perfectly clear, but readers do not always take notice of this difference. The Ministry of Agriculture Statistics refer only to England and Wales except in the summaries where they refer to Great Britain and the whole of Ireland, Irish Free State included. The Empire Marketing Board Statistics on the other hand refer to the present United Kingdom including the Isle of Man and the Channel Islands but excluding the Irish Free State. The two sets of figures are therefore not comparable.

22114 DICTIONARIES

Among reference books dictionaries are used earliest and longest in one's life time and yet they are not put to all the possible uses for which they are designed. In our every day experience we come across readers leaving their seats and migrating to the stack-room and groping in the geography section to find out the location of a place or rummaging the books in the literature section to ascertain where a particular literary character occurs, thus wasting enormous time over a matter which can be settled in no time from the dictionaries in the reference room itself. That is because the dictionaries have not yet succeeded in impressing on the general readers—even on experts in different subjects—their full capacity for help and the vast extra-territories they have brought under their jurisdiction. Readers are yet to realise that some dictionaries combine in themselves both lexicographical and encyclopaedic features. Dictiona-

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ries contain not only the usual definitions of words but also antonyms, thousands of personal and place names and serve also the purpose of a gazetteer and a concise dictionary of biography. Initiation in their earlier visits to the library continues to be inadequate to habituate readers to their extended spheres. Almost on every occasion there is need for the ready reference librarian to make his appearance and lead the eyes of the readers to the appendices in dictionaries.

1. Murray's *New English dictionary on historical principles* 10 V. in 20 pts. This differs from all other dictionaries in its plan and purpose. As its title itself indicates its purpose is to give the history of every word showing differences in meaning, spelling, pronunciation, usage, etc., from the middle of the twelfth century. The information given is supported by quotations from authors of different periods. It purports to include all words now in use and those that are known to have been in use since 1150 A.D.

Within this chronological limit this dictionary professes to include all common words of speech and literature, the limits being extended to science and philosophy, technical terms in general use, and dialectical words before 1500 and those of later date if they continue the history of a word once in general use, or have literary currency.

Words are classified as main words, subordinate words and combinations. Information for all main words is given under current modern spelling with cross-references from other forms. Information includes, identification, morphology and significa-tion; and illustrative quotations are arranged chronologically.

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Though it is not its intention, it contains much encyclopaedic information. Further it lists many colloquial and slang words, Americanisms, etc., not easily obtainable elsewhere.

Supplement to new English dictionary. 1933. The main work had taken nearly half a century for completion (1884-1928). During this period many new words and expressions had come into currency. Corrections and amplifications of previous definitions had become necessary. Hence the supplement. It exhibits on the technical side a great enlargement of the terminology of the arts and sciences, *e.g.*, biochemistry, wireless, telegraphy, telephony, psychoanalysis, radio, cinema, etc. On the linguistic side it includes many British, American and colonial colloquialisms and slang. The supplement has gone beyond the limits of the original in having included a larger proportion of proper names.

A unique feature of this dictionary is the exhaustive semasiological help that it gives about every word.

2. Webster's *New international dictionary* is noted for its encyclopaedic features. It contains, in one alphabetical sequence, the usual dictionary words, foreign phrases, proverbs, noted names of fiction, and all proper names except those relegated to the biographical and geographical lists given as appendix.

In the appendix, there is a dictionary of abbreviations, arbitrary signs and symbols, forms of address, pronouncing gazetteer and pronouncing biographical dictionary. There are illustrations also.

3. Funk and Wagnalls *New standard dictionary* is another dictionary with encyclopaedic features. It is apparently on the lines of Webster but it has subtle deviations which will prove to be pitfalls to those habituated to Webster. Coloured illustrations form a special feature. The extra information, that its appendix gives, includes disputed pronunciations, rules for simplified spelling,

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foreign words and phrases, statistics of population and the history of the world day by day!

This dictionary subordinates the historical to the current information whereas the two preceding dictionaries follow the natural historical order. While Webster puts the dictionary of abbreviations in the appendix, Funk and Wagnell brings the whole list of abbreviations into the body of the dictionary under the word "abbreviations"—as a dictionary within a dictionary. While on every page of Webster there are two alphabetical sequences, one for major words and one for minor words, Funk and Wagnell puts everything in one alphabet.

A similar comparative study of all the linguistic dictionaries in English and other languages will show how divided the dictionaries are in their scope and arrangement. Their idiosyncrasies are too many for a sympathetic reference librarian to leave the inquirer to his own resources.

4. Radhakantadeva: *Sabdakalpadruma*. This is an encyclopaedic Sanskrit dictionary. In articles of lexicographical character the author adopts the following arrangement: the word; its gender if noun; its grammatical character if not noun, definition, corresponding expression in Bengali and sometimes Persian also, then the list of synonyms in Sanskrit with their respective authorities.

On the encyclopaedic side it covers all *Puranas*, *Tantras* *Mahatmyas*, the literatures of various religious sects, the sciences of mathematics, astronomy and medicine, the Indian philosophical systems, *Kavya* and *Alankara*, fine and useful arts, law, grammar, etc. But it omits the *Vedas*.

5. Taranatha Tarkavachaspati: *Brihadabhidhanam*. This is another important encyclopaedic Sanskrit dictionary

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wider and deeper in scope than the preceding one. The features specially claimed for it are :

Panini on genders ; suffixes ; primitive and derivative words ; derivations and different meanings with illustrations of all the words which are found in Wilson's *Sanskrit dictionary* and *Sabda kalpadruma* and words not found in them ; derivations and meanings of words of the *Vedas* not found in the then published portions of Bohtlingk's *Sanskrit Worterbuch* ; technical words and doctrines of the following systems of philosophy, Carvaka, Yogacara, Vaibhashika, Sautrantika, Arhata, Ramanuja, Pasupata Saiva, Pratyabhijna and the six Hindu systems ; technical terms of the *Shrauta* and *Grihyasutras* ; Hindu law ; plan and scope of the *Puranas*, *Mahabharata* and *Ramayana*. History of the kings of Ancient India as gathered from the *Puranas* ; position and description of countries according to Hindu ancient geography ; technical terms of the Hindu medical sciences, astronomy, *tantras*, poetics, rhetoric and prosody, music, military science, cookery, *siksha*, *kalpa*, *hatha yoga*, *vastu sastra*, and classification of the *Vedas*.

6. *Abhidhana rajendra* is another such dictionary but devoted to Prakrit language and to Jain culture. For Prakrit words explanation is given in Sanskrit.

Such variations in the scope and range covered by dictionaries which to all appearance may be taken to be similar have a chance to be overlooked. Full satisfaction may not be obtained from them by an ordinary enquirer unless he is helped at the right moment by a sympathetic reference librarian whose daily use of them has resulted in a thorough exploration of their holdings.

7. In addition to such general linguistic dictionaries we have now quite a number of dictionaries

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which confine their range to particular subjects so that the technical terms belonging to them are thrown in helpful relief instead of as a heap of unwanted stranger words and phrases.

Here are some examples :

71 Henderson (Isabella Fotheringham) and Henderson (W.D.). *Dictionary of scientific terms in biology, botany, zoology, anatomy, cytology, embryology, physiology.*

72 Muller (Felix). *Mathematisches vocabularium, franzosisch-deutsch und deutsch-franzosisch.*

73 Weld (Le Roy D.). *Glossary of physics.*

74 Manly (Harold Phillips). *Radio and electronic dictionary.*

75 Hackh (Ingo W.D.). *Chemical dictionary.*

76 Rogers (R.J.). *Dictionary of gems : precious and semi-precious stones.*

77 Stedman (Thomas Lathrop). *Practical medical dictionary.*

78 Warren (Howard C). *Dictionary of psychology.*

79 Weston (W.G.). *Pitman's dictionary of economic and banking terms.*

Many enquirers who would love to have such specialised dictionaries in the subjects of their pursuit do not know of their existence. Nor do they know where to look for them. Witnessing the relief which they get and the joy which they express when they are brought to their notice is a recompense for the labour of reference librarians.

22115 ENCYCLOPAEDIAS

These are days of encyclopaedias and still to many readers encyclopaedia means only universal encyclopaedias. It is true it is they that came into existence first; but their being universal in extension necessarily prevents them from going beyond a

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certain depth in intension. As is usually the case, the extension and intension appear to be antagonistic as applied to scope of encyclopaedias.

221151 VARIATION IN INTENSION

To-day we have encyclopaedias at all levels of intension, with the degree of their extension moving in the inverse direction.

For example we have encyclopaedias for most of the main classes.

Even several classes of the second order like electrical engineering, organic chemistry, dairying, beekeeping, English literature, classical literature, banking and the laws of different countries have encyclopaedias of their order.

In more recent years encyclopaedias are being produced even in subjects of still greater intension.

For example we have *Handbuch der Astrophysik*, Allen's *Commercial organic analysis*, Mitzakis's *Oil encyclopaedia*, Brett's *Rose encyclopaedia*, Kirtiker and Basu's *Indian medicinal plants*, Root's *ABC and XYZ of bee culture*, *Dickens Encyclopaedia*, *Encyclopaedia of Islam* and *Encyclopaedia of forms and precedents*.

Many readers are not aware of the existence of encyclopaedias in subjects of such narrow extension. They have to be brought to their notice by the reference staff.

221152 GEOGRAPHICAL BIAS

Even universal cyclopaedias show differences in their geographical bias according to the country of origin. Thus *Encyclopaedia Americana*, *Encyclopaedia Italiana*, *Hindi Visvakosa* (Hindi encyclopaedia),

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Maharashtra Jnanakosa (Marathi encyclopaedia), *Andhra Vignanasarvasva* (Andhradesa encyclopaedia, still in progress), and *Dairatul-maarif* (Arabic encyclopaedia) show a bias towards the geographical areas which are indicated by their names. *Encyclopædia Britannica* is half American and half English.

In a polyglot country like India this bias may not be fully appreciated and given due weight by the ordinary enquirers unless the reference staff gives them the necessary warning.

221153 Scope Varies with Edition

In the *Encyclopaedia Britannica* which is one of the oldest encyclopaedias we find a tendency for subtle variation in scope from edition to edition. Not only newer editions have necessarily to introduce new knowledge that has come into existence in the interval, but perhaps to find room for them without undue enlargement of size, some older subjects are lopped out and many receive a restricted treatment.

For example the article Aurora polaris (Borealis) which runs to fifteen columns in the eleventh edition has shrunk to one column and has deprived itself of all the beautiful illustrations. Many of the articles in the ninth edition were elaborate monographs which are even now sought for their comprehensiveness, scholarly treatment and charming style. They still retain the aroma of the personality of their authors. Few articles of the fourteenth edition belong to that standard. On the contrary the earlier editions have naturally no value for one

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who seeks information about newcomers like atomic physics, wireless and broadcasting, television, biochemistry, cytology, pasteurisation, surrealism, Bahaism, Ahamadiya movement, humanism, psycho-analysis, Dalton plan, project method, contract techniques, stratosphere, bolshevism, nazism, fascism, planned economy, public utilities, and a whole host of sociological articles.

Few enquirers, unless assisted by the reference staff, realise that this kind of subtle variation from edition to edition makes the different editions complementary to one another.

22116 Gazetteers and Guide Books

Gazetteers are indispensable aids to ready reference service. Some of them are independent publications.

Examples :

1. Lippincott's *New gazetteer* ;
2. Chambers's *Concise gazetteer of the world* ;
3. *Nouveau dictionnaire universelle* ;
4. *Imperial gazetteer of India* ; and
5. Thornton (Edward). *A gazetteer of the territories under the government of the viceroy of India.*

Some gazetteers happen to be separately published as indexes to huge atlases.

Examples :

1. Index to Andrees' *Allgemeiner Hand-Atlas* ; and
2. Index to the loose-leaf binding of the *Times atlas.*

And some have no separate existence but are found merged into dictionaries and atlases.

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221161 GAZETTEERS

In scope some are universal and some are regionally restricted. In the range of information given all possible varieties are discernible. At the one extreme we find in some gazetteers location, latitude, longitude and altitude only ; and at the other extreme we have information which is almost encyclopaedic—name, pronunciation, other names by which the place was known, location, latitude, longitude, altitude, population, figures, physical aspects, flora, fauna, local history, administration, finance, industries and institutions of the place, etc.

Examples :

1. *Imperial gazetteer of India* ; and
2. *Nouveau dictionnaire de geographie universelle.*

Especially for India with its history dating back to several milleniums with innumerable vicissitudes in her political fortunes historical information, about small localities and about persons or things associated with them, has to be sought only in the All-India, provincial and district gazetteers. In the absence of readily usable books on local history, reference questions of such local interest have to be answered largely with the aid of gazetteers. Readers do not know the possibilities of gazetteers. Again and again they feel like drawing blank from the library while seeking local information and yet on every occasion they witness what a veritable '*Akshayapatra*' (horn of plenty) the gazetteers turn out to be in the hands of the reference staff.

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221162 GUIDE BOOKS

Guide books are complementary to gazetteers. Though intended for travellers they are very serviceable for ready reference. They contain much fuller information and more maps for smaller areas not obtainable anywhere else. Such maps include plans of cities, towns and historical sites. Further they contain information about museums, art collections, architectural and historical monuments, natural scenery, communications, distances from other surrounding cities, institutions, etc., relating to a given place.

Examples :

1. Murray's *Hand-book for travellers in India, Burma and Ceylon.* 1933 ;
2. Muirhead's *Great Britain* (*Blue guides*). 1930 ; and
3. Muirhead's *Switzerland* (*Blue guides*). 1930.

Old guide books are very valuable inasmuch as they contain information discarded in later editions. Since many streets are renamed, many small towns are absorbed or swallowed, as by an octopus, by industrial cities which might have begun as mere suburbs, and since many places are wiped out of existence by the ravages of wars, older guide books alone can give information about things that have changed.

221163 STHALAPURANAS

The ready reference staff in Indian libraries should not forget that the encyclopaedic *Puranas* contain virtually many an old gazetteer scattered in their pages. The *Skandapurana* is particularly rich in such gazetteer constituents. But as the *Puranas*

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have no index, it is almost impossible to use them as ready reference books for local history. Some however have been extracted and given independent existence as *Sthalapuranas* (=local history). They have also been translated into the several modern languages and dialects of India. Most of these renderings were made, however, long before the present form of arrangement for gazetteers and guide books was arrived at. Hence they are neither alphabetical nor provided with suitable indexes. Most of them are in verse in which the requirement of prosody has kept out every possibility of gazetteer arrangement.

Another responsibility which the reference staff is unable to discharge without going far too much into the sphere of critical interpreters is in regard to the use of such *Sthalapuranas* by credulous as well as sceptically critical readers. On the surface such books appear as a mixture of facts and fables. An uncritical reader might take the entire information too literally unless a knowing ready reference librarian puts him on his guard.

At the same time it would be absurd to deface the passages which are not obviously factual in such books in the way in which some censorial librarians would deal with betting news in the dailies displayed in the newspaper room. For the so-called mythical part of the *Sthalapuranas* are believed in Indian tradition to be oblique or even cipher versions of deep experiences and truths. It is true that neither the librarian nor the credulous reader possesses the key to their interpretation. But such

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keys are being handed down from generation to generation along some line of custodians. It is as improper for the librarians to play the role of iconoclasts and do short work of the *Sthalapuranas* as a whole or the so-called mythical part of them as to over-reach themselves in their enthusiasm to hawk them about among those who are likely to be deluded by them.

22117 ATLASES

Atlases constitute another class of ready reference books. Most readers who are accustomed only to school atlases are not aware of the variety of gigantic and specialised atlases which differ not only in size and the subjects represented but also in the extent of the details given and the methods adopted to feature them. For instance some are predominantly locational in aim and scope and include maps of the different countries of the world marking as many places as the size of the maps will allow. As a rule they devote more space to the country of their origin and its colonies than to the other regions of the world.

Examples :

(1) *Times survey atlas of the world* ;
(2) *Daily telegraph victory atlas of the world* ; and
(3) *Atlas universel de geographie.*

Some atlases include also expository matter and pictures of scenery and people.

Examples :

(1) Harmsworth's *Atlas of the world and pictorial gazetteer* ; and
(2) *New census atlas of the world.*

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221171 SYSTEMATIC ATLASES

Then come systematic atlases which relate to different topics of geography like the solar system, geomorphology, hydrography, climate, vegetation, zoogeography, population and distribution of races, historical and political geography, economic products and commercial geography, for the world as a whole and for individual countries. Some outstanding examples are

1. *Alante di geographia fiscia, politica ed. economica* ;
2. *Methodischer Atlas zur Landerkunde von Europa* ;
3. Bartholomew (J.S.). *Atlas of meteorology* ;
4. Bartholomew (J.G.). *Atlas of zoogeography* ;
5. *Atlas of ancient and classical geography* ;
6. Rodo (Alexander). *Atlas of to-day and to-morrow* ;
7. Horrabin (J.F.). *Atlas of current affairs* ;
8. Associations of British Chambers of Commerce. *Chamber of commerce atlas* ; and
9. *Phillip's centenary mercantile marine atlas.*

221172 SPECIALIST ATLASES

Yet other atlases specialise in various other fields of knowledge as illustrated by :

(1) United States. Office of Farm Management. *Atlas of American agriculture* ;

(2) United States. Forest Service. *Forest atlas : geographical distribution of North American trees* ;

(3) Piney (A.). and Wyard (Stonby). *Clinical atlas of blood diseases* ;

(4) Schmidt (P.W.). *Die Sprach-familien und Sprachenreise der Erde* ;

(5) Institute of Social and Religious Research. *World missionary atlas* ; and

(6) *Catholic world atlas* ;

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Few readers know or remember the existence of such specialised atlases. They usually go unserved in a library which does not maintain a ready reference staff who not only keep themselves informed of their utility but are also eager to find users for them.

221173 PECULIARITIES IN INDEX

Atlases differ also in the indexes provided by them and particularly in the indication of location. Some which are bulky publish their index as separate volumes. Most indicate location by map number and latitude and longitude. Others make use of locational squares or grids. The *Times atlas* provides an independent transparent grid frame which is to be placed on the map consulted for locating places. Such variations in locating devices also indicate the need for a ready reference staff who will help readers.

2212 ARRANGEMENT

While the scope of ready reference books can be usefully compared only in the case of those that relate to the same subject the variation in the arrangement of matter needs to be studied, in relation to all ready reference books, no matter what the subject matter is. Broadly speaking we can recognize three types of arrangement. The most commonly occurring type is the dictionary arrangement, in which the items are arranged alphabetically. The linguistic dictionaries form the most familiar examples of this type of arrangement. Most of the biographical dictionaries and

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year-books also follow the pure alphabetical arrangement. At the other extreme we have the classified or systematic arrangement.

Examples :

1. *Encyklopaedie der mathematischen Wissenschaften* ;
2. *Handbuch der Physik* ;
3. *Wiley engineering handbook series* ;
4. Beilstein's *Handbuch der organischen Chemie* ;
5. *Scientific American cyclopaedia of formulas* ;
6. Allison (N.H.) and others. *A guide to historical literature* ; and
7. Montgomery (R.H.). *Financial hand book.*

These two clear types may not after all give much difficulty. A reader can soon familiarise himself with them. But the real trouble arises with the vast majority of ready reference books, the arrangement in which may lie anywhere between these two extremes. To all appearance the arrangement will be alphabetical. But here and there will occur grouping of articles or items based on similarity of subject-matter. A formal conformity to alphabetical order will be improvised by devices like inversion of words. In such a case the arrangement is virtually systematic. This may not be carried out uniformly in every possible case. We can find all degrees of fluctuation in this matter. This makes ready reference books rather treacherous and to pull the unwary reader through them the service of a trained ready reference librarian becomes a necessity. No doubt an index may have been provided to aid in self-help. But how many have the knowledge of their existence and still less the habit or the patience to look them up !

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22121 ALPHABETICAL ARRANGEMENT

Of all the three types of arrangement the alphabetical one may seem as simple as *a*, *b*, *c* ; but it is not really so. There may be a branching of the ways and difficulties at various stages of alphabetisation, *viz.*, choice of the entry word, its spelling peculiarities and the order in which other essential words follow it. In spite of the production of numerous ready reference books in the dictionary form and in spite of the fact that the same public have to use all of them, no attempt has been made so far to arrive at an agreed common method of meeting all these problems. Individuality of treatment persists so much in the aphabetical arrangement in the ready reference books that an ordinary enquirer is almost thrown into despair if he is not helped by a ready reference librarian who has understood all the vagaries that are possible.

221211 CONFLICT OF LANGUAGE

In Indian libraries an unusual major difficulty arises in alphabetisation which trips many an unwary reader off his feet. There are ready reference books which use the Roman alphabet to all appearance, but invests them with the ordinal values peculiar to Indian languages. It is well known that the sequences of the alphabet in Sanskritic and Islamic languages are different from the one in Roman or Germanic languages. Even highly educated enquirers often come to the counter with the open pages of a book and implore in

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despair for help in locating a particular piece of information in its alphabetical sequence.

Examples :

1. Let us compare J.T. Platts's *Dictionary of Urdu, classical Hindi and English* and Wilson's *Glossary of judicial and revenue terms in Indian languages*. In both the entry word is mostly Urdu. However, it is written in the Urdu script in the former and in the Roman script in the latter. The arrangement follows the respective scripts in the two books. The former adds immediately after the entry word in Urdu its transliteration in Roman alphabet. A person who does not read Urdu script has naturally to guide himself by the Roman transliteration in both books and his resulting confusion and irritation can be inferred from the following :

(i) *Utar* and *Atarpal* occur on the consecutive pages, 14 and 15, of Platts. But Wilson inverts their seniority and puts *Atarpal* on page 37 and *Utar* on page 536.

Surely one must sympathise with the reader when he stands baffled by this apparent anomaly.

(ii) Similarly the two words *Byora* (*Byaura*) and *Papar* which occur as friendly neighbours in the consecutive pages 212 and 213 of Platts encamp themselves as far away as possible from each other in pages 95 and 399 of Wilson.

2. A comparison of Bloomfield's *Vedic concordance* and Sorensen's *Index to the names in the Mahabharata* furnishes another example. Both of them enter Sanskrit words in Roman script and profess to arrange the words alphabetically. But this apparent similarity will trip an unwary reader off his feet because Bloomfield is orthodox enough to arrange the words in the order of Sanskrit phonemes while Sorensen is thoroughly occidental and does not swerve from the order of Roman alphabet. The discomfiture of the unwary

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> reader can be realised if we remember that the two words 'Cura' and 'Daca' which occur on the two neighbouring pages 221 and 223 of Sorensen get dispersed to pages 473 and 933 of Bloomfield with nearly 500 closely printed three-column-pages intervening.

In the face of such disagreement among reference books can anybody deny that ready reference service in a library is a necessity and not mere luxury?

221212 Conflict of Spelling

Apart from the conflict of languages alphabetisation is rendered irritating to the users on account of conflict of spelling. Since entry word is prepotent in the dictionary arrangement of any ready reference book and since its prepotency is inseparable from its spelling one can realise how many of the difficulties of enquirers are traceable to conflict of spelling and to the same words having variant spellings. Special mention should be made of the following conventions regarding spelling, elision and the ignoring of honorific words—conventions developed by cataloguers.

1. Scottish names beginning with *Mac* and its abbreviated forms *Mc* and *M*: In arrangement the abbreviated forms are treated as if written in full;

2. Names beginning with *Saint* and its abbreviated forms *S. St.* and *Ste*: Here the latter forms are treated as 'Saint'; and

3. Irish names with initial O' or other prefixes: Here prefixes are merged with the names.

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4. Again there are German words spelt with *a*, *o* and *u* umlaut where the convention is to arrange them as if they were spelt *ae oe* and *ue*.

5. Sometimes the entire first word may have to be ignored, *e.g.*, when it is a definite article or an honorific like the 'Sri' in Indian usage. It must be remembered however, that titles like *Sribhashyam*, the well known philosophical classic, are exceptions.

6. The ordinal value of compound words may also be beset with the difficulties that arise in spelling.

One illustration may be sufficient. It relates to possible violations of the aforesaid cataloguer's conventions about the equalization of *Mac*, *M'c*, *Mc* and *M'* at the beginning of names.

(i) The index to the grand old *Encyclopaedia metropolitana* separates M'Culloch, M'Donald, M'Evoy, M'Intosh, etc. from their kith and kin who have not yet shed their 'ac.' The entries which begin with 'M' begin on page 213 while those which begin with 'Mac' end as early as with page 202. There are 33 columns of stranger words ending with Mazzarino, Mazzuchetti, Mblakveh, Mborcbi, which separate the two sets.

(ii) *Who's who in America* (1938-39) keeps up the tradition of the *Encyclopaedia metropolitana* and parts company with its English cousin *Who's who*. MacWhite which is the last of the 'Mac's' is separated from McAdams the first of 'Mc's' by nearly a thousand other names.

(iii) Monro's *Cyclopaedia of education* flouts convention in a more irritating way. It clubs together all articles whose entry words begin with 'Mc' and puts the entire group prior to the articles whose entry words begin with 'Mac.' The result is that McMurtrie and

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McPherson are given precedence over Macalister and Macdonald. One can understand the determination to be guided only by the apparent and the refusal to supply the elided 'a' mentally in fixing the order of precedence. But for what principle even loyalty to the apparent is sacrificed by putting 'Mc' before 'Mac' it is not easy to see. It is equally difficult to follow why a single 'Mac', *viz.*, MacVicar is taken away from the other 'Mac's' and put prior to all the 'Mc's.'

At any rate the confusion caused by such inconsistencies in reference books forms a sufficient justification for the readers asking for ready reference help.

For purposes of cataloguing, the library profession has gone into this question and arrived at standards and further invented what are known as *See* reference entries. But the profession of reference-books-production is not yet organised nor has it made any attempt to arrive at standardisation in such matters; with the result that the reference books do not yield to the enquirers their fullest help unless they are aided by specially trained ready reference librarians.

221213 OTHER GRAMMATICAL FACTORS

Not merely spelling; every problem in the grammar of the language of the ready reference book will similarly contribute to the dependence of the enquirer on the help of the reference staff. Conflict of singular and plural, conflict between noun and adjective, conflict of synonymous words, conflict of alternative names, and conflict of popular and

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technical terms are some of the linguistic peculiarities that may render ready reference books difficult to use unless initiated and even helped at further stages by ready reference librarians.

Examples :

1. The *Encyclopaedia Britannica* has an article on 'mouse.' But Hunter's *Encyclopaedia of scientific agriculture* has an entry only under 'mice.' In fact even that is only a cross-reference in the form "mice *see* rats and mice." The point is that there is no entry under mouse. On the other hand R. P. Wright's *Standard cyclopaedia of modern agriculture and rural economy* gives the substantive article under the singular form 'mouse' but it also adds another article under "mice and voles—damage to woodlands."
2. The *Encyclopaedia Britannica* gives an article under 'Louse' but not under 'Lice.' The *British encyclopaedia of medical practice* gives a cross reference under 'Lice' but no entry—either substantive or reference —under 'Louse.'
3. The *Encyclopaedia Britannica* has no main entry or cross-reference entry under 'Woman.' It uses only the plural form 'Women.' But the *Encyclopaedia of social sciences* uses the singular for some articles and plural for others :

   Woman, Position in society ;
   Woman, Suffrage ;
   Woman's christian temperance movement ;
   Women in industry ;
   Women's education ;
   Women's organisation.
4. The *Encyclopaedia Britannica* has articles under 'Philanthropy'; 'Vaccination;' and 'Kindergarten.' But the *Encyclopaedia of social sciences* gives information on these subjects under the headings 'Charity;' 'Commu-

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nicable diseases, control of;' and 'Pre-school education.'

5. The *Encyclopaedia Britannica* has an article on 'Biochemistry' but in the Chambers's *Encyclopaedia* the corresponding article is headed 'Animal chemistry.' The *Encyclopaedia Britannica* uses terms like 'Graphite,' 'Ground nut' and 'Brewing' as headings of articles whereas Watt's *Dictionary of economic products in India* uses technical terms like 'Plumbago,' 'Arachis' and 'Malt liquors' respectively.
6. The *Encyclopaedia Britannica* has an article on 'Drunkenness' which is linked by references to 'Alcohol, pathological effects of' and 'Liquor laws and temperance.' But the Chambers's *Encyclopaedia* uses 'Alcoholism' as the heading for the corresponding article. In the *Encyclopaedia of social sciences* 'Alcoholism' occurs only as a sub-division of the article on 'Alcohol.'

221214 SAME ENTRY WORDS

Another factor that complicates alphabetisation is the presence of several entries all having the same entry word. In some of the entries the entry words may be the names of governments or governmental departments ; in others, names of institutions ; in still others, names of persons ; while some may be names of subjects or localities. Further complications may arise by the entry word of one item consisting just of the first few letters of a much longer entry word of some other item. The following eighteen entries will illustrate the problem envisaged :

1. Madras.
2. Madras and Mysore.
3. Madras. High Court.
4. Madras. History.

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5. Madras. *Bibliography*.
6. Madras. *City*.
7. Madras. (*Pseud*).
8. Madras. *Saint*.
9. Madras. (Henry).
10. Madras (Henry) & Smith (John).
11. Madras (Henry). *Biography*.
12. Madras (Henry). *Ed*.
13. Madras (Henry), (1800-1900).
14. Madras Christian College.
15. Madras Educational Series.
16. Madras Terrace.
17. Madras-Eye.
18. Madraspatam.

221215 GESTALT VALUE

Hardly two ready reference books agree entirely about the order in which these eighteen entries should be written. As a matter of fact, even library catalogues, which have made much progress in systematisation, have not yet found a fool-proof technique to arrive at a unique arrangement in such cases. The first attempt to lay bare the difficulties that lie at great depths in this matter was made two years ago.[55] Then was shown the desirability for separating what was called the legislative from the executive phase of the problem. Such a distinction led to the discovery that the difficulties really transcend the capacity of the mere ordinal values of the alphabet. It was shown that a possible line of solution would involve the invention of what was called the *Gestalt value*, that is,

55. Ranganathan (S.R.). *Theory of library catalogue*. 1938. (Madras Library Association, publication series, 7.). Chapter 64.

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value which depends upon the pattern that an entry presented. The *Gestalt value* has to recognise not only the letters of the alphabet but also punctuation marks, other symbols like brackets, spaces between words, such as word-spaces, comma-spaces, sentence-spaces and paragraph-spaces. Further it has also to vary the value of combinations of letters and of words according to the style of writing and perhaps also according to the way in which they are combined with or without brackets. Having attempted a model solution of this problem of alphabetisation with an improvised scale of *Gestalt values* an appeal was made to the library profession and to those engaged in the production of ready reference books to pursue the matter further along those or similar lines on an international basis so that the alphabetisation of reference books may be brought to some uniform system.

221216 HELP TO REFERENCE STAFF

It can be stated here that the help of a ready reference librarian will be necessary as much when a uniform principle is followed in all reference books as when the present chaos obtains. To-day the ready reference librarian is wanted to pull the enquirers through the mutually conflicting varieties of alphabetisation in different ready reference books. But when a uniform standard is evolved and adopted, there is no doubt that the system would be too complicated for the ordinary enquirer to understand and master. Whether based on the proposed

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Gestalt value or on any other equivalent principle the rule of alphabetisation would have to be artificial. It could not be naturally thought of and hence the services of the ready reference librarian will always be in requisition. If there is need for help from the staff in either case, it may be asked what is the gain in adopting a complicated technique to secure uniformity in alphabetisation. The advantage here is for the reference staff itself. It need not carry in its head the load of the vagaries of reference books. It need not fumble about in the presence of the enquirer. It can lay its hands on the required piece of information with an assurance and confidence which will have a tremendous effect on the enquirer's mind. Apart from this psychological advantage, there is no doubt that a good deal of time will be saved for the staff. Every minute of staff-time saved means that it can be diverted to the direct and immediate service of readers.

221217 NOTHING BEFORE SOMETHING

All this, it may be contended, is on the assumption that reference books have already adopted alphabetisation based on '*Gestalt value*' But the very theory is not yet two years old. It has not yet received the approval either of the library profession or of those engaged in the production of reference books. But a principle in alphabetisation which is usually called " nothing before something " rule and which is really a 'gestalt' rule in an incipient stage has been playing hide and seek

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for nearly a century now. An enquirer seldom knows whether this rule is or is not in favour with a particular reference book. It is worse, he does not know this principle either by name or by appearance ; with the result he is rightly bewildered when he looks up two different reference books for a comparative study of some subject. An example will make this clear. We have put down here in parallel columns the titles of the articles beginning with the word ' Land ' in two popular encyclopaedias :

Seligman's *Encyclopaedia of social sciences*	*Encyclopaedia Britannica*
Land Bank schemes	Land
Land Grant colleges *See* Agricultural Edn. Universities and colleges.	Landau
Land Grants	Landaulet
Land Mortgage credit	Land chaiuage *See* Drainage of land
Land Nationalisation *See* Socialization ; Single tax	Landeck
Land Reforms *See* Socialization; unearned increment ; single tax	Land Economics *See* Agricultural Economics
Land Registration *See* Land transfer	Landen, John
Land Settlement	Landen, Battle of—July 29, 1693 *See* Neerwinden battle of
Land Speculation	Lander, Richard Lemon
Land Taxation	Landes
Land Tenure	Landeshut
Land Transfer	Land-grant colleges and Universities
Land Utilization	Land groove
	Land laws *See* Real property

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Seligman's *Encyclopaedia of social sciences*	*Encyclopaedia Britannica*
Land Valuation	and conveyancing
Landauer (Gustav)	Landler
Landed Estates	Landlord and tenant
Landlord and Tenant	Land naturalization
	Landon, Letitia Elizabeth
	Landor, Walter Savage
	Landour
	Landouska, Wanda
	Land reclamation
	Land registration *See* Land, title to
	Landsberg An lech
	Landsberg—An-der-Warthe
	Landsberg Bei Halle
	Landscape Architecture
	Landscape painting
	Landseer, Sir Edwin Henry
	Land's end
	Land shut
	Lands-Knecht
	Lands-Krona
	Land-slip
	Land-strum
	Land-taxes
	Land Tenure : Economic and Agricultural aspects
	Land Tenure ; primitive
	Land Tenure Titles
	Landuman
	Landwehr.

These two columns show the effect of observing and not observing the ' nothing before something ' rule.

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Observing in particular how early 'Landlord and tenant' comes in the *Britannica* while it comes last in Seligman, a busy reader hard up for time may miss some of the articles in either the one or the other. No doubt, one may ask why should he not know all this difference ; but we are only concerned with the fact that many do not know. This difference comes into their experience at such long intervals that they are not able to carry it over in their minds. We frequently come across enquirers who casually remark in resignation that it is unfortunate that an otherwise good and up-to-date cyclopaedia like Seligman's has not an article on 'Landed estates.' This impression is due to the article in question occurring as late as page 140 whereas the first article on 'land' occurs on the 29th page. Surely it is the business of the reference librarian, who experiences them almost every day, to help the enquirer with his knowledge and not allow him to go away without the information.

221218 CHOICE OF ENTRY WORD

Apart from such vagaries in alphabetisation, ready reference books vary also in the choice of entry word in the case of items which have to be denoted by a group of words. An obvious example is the names of persons. To individualise names it has now become the practice in all communities to use two or more words in the construction of a name. To have the fullest benefit of multiworded names ready reference books find it necessary to expand the initials and write all the constituent

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words in full. Now the incidence of prepotence is not the same on all the constituent words. And the Canon of Prepotence[56] requires that in making entries for alphabetical arrangement the prepotential word should be brought first. In modern European names this principle has been fully adopted and the practice of writing the surname first and the forenames thereafter has become universal. In spite of the practice being universal there is no denying that there is an element of artificiality about it. Not to take the constituent words in the order in which they occur but to invert them in a peculiar way will not occur naturally to those who are not told about it. The consequence is that freshmen easily mislead themselves. The case of the literature honours men who looked for 'Bernard Shaw' under 'Bernard' has already been mentioned[57]. Thus even in the case of European names which are definitely standardised, freshmen find the ready reference staff a necessity.

2212181 HINDU NAMES

But when we come to oriental names we find that no uniform standard has yet been evolved regarding the order in which the constituent words should be written in alphabetical reference books. There is so much local variation in the Indian names that there is still confusion in regard to their entry.

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56. Ranganathan (S.R.). *Theory of library catalogue.* 1938. (Madras Library Association, publication series, 7.). Pp. 70-75.

57. Example in section 12331.

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Is it Rabindranath Tagore or Tagore (Rabindranath)? Is it Krishnaswami Aiyangar (S.) or Aiyangar (S.K.)? They seem to be still moot points.

Examples :

1. South Indian names first, as they form the last straw to break the camel's back. In the absence of an Indian-made National Biography the only reference book that has to be pressed into service when enquirers come for the lives of South Indian worthies of the last century is C. E. Buckland's *Dictionary of Indian biography* (1906). T. Gopal Rao, Sir T. Muthuswami Aiyar and C. V. Ranganatha Sastri are three well known names which are frequently looked up. When Buckland is put in the hands of the enquirers nine out of ten return it with the remark of disappointment, "It is no use." It is because they naturally look under the prepotential words 'Gopal,' 'Muthuswamy' and 'Ranganatha' whereas they are entered under the impotent words 'Rao', 'Aiyar' and 'Sastri.'

Except those who are ultra-resourceful and who still maintain curiosity at a child's level all others would go away unhelped if the living voice of the reference librarian does not put them on the right track.

Buckland has at least the virtue of consistency. But when we come to contemporary reference books inconsistency forms a further source of trial for the enquirer.

2. Here are three names: (1) Rao Bahadur Sir C. V. Anantakrishna Ayyar (2) Sir C. P. Ramaswami Aiyar and (3) Sir P. S. Sivaswami Aiyer. The *Who's who*, 1939, enters the last name under the impotent word 'Aiyer' and the first two under the proper prepotential

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words 'Anantakrishna' and 'Ramaswami' respectively. What is worse, in the earlier editions of the same *Who's who* Sir C. P. Ramaswami Aiyar appears under 'Aiyar.' Probably this accounts also for a still another inconsistency in the current edition: 'Ramaswami Aiyar' is given a cross reference under 'Aiyar,' while 'Anantakrishna Ayyar' is denied that.

Such internal inconsistency is responsible for many an awkward discomfiture among enquirers, if an obliging ready reference librarian does not lend a helping hand.

North Indian names too add their quota of pitfalls. Here the trouble is often inconsistency between one reference book and another.

3. 'Raja Ram Mohan Roy' will not become visible in the *Encyclopaedia of social sciences* unless one looks up 'Roy.' But the *Encyclopaedia of religion and ethics* and the *Encyclopaedia Britannica* present him under the entry word 'Ram.'

4. 'Swami Dayananda Sarasvati' is another well known name which divides encyclopaedias into different camps. Seligman enters him under 'Sarasvati' but the other two encyclopaedias plump for 'Dayananda' in addition to tripping the enquirer off his feet by denying the name an entry in the text and hiding it in the index.

The *Classified catalogue code*[58] has evolved a uniform rule for Hindu names. But it has not yet been universally adopted. An historical account of the struggle which the library profession is having in this matter is given in a paper entitled *Rendering*

58. Ranganathan (S.R.). *Classified catalogue code.* 1934. (Madras Library Association, publication series, 4). Rule 1212.

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of Hindu names in library catalogues, function vs. *position* by S. R. Ranganathan and K. M. Sivaraman[59]. The reference towards the end of that paper to the unfortunate way in which the rule of the *Classified catalogue code* has been reworded in the draft revised rule of the *Anglo-American code* proves how difficult the problem is even for librarians. How much more tantalising would it not be for the ordinary reader ! Surely he would be glad to have the help of a ready reference librarian in looking up Indian names.

2212182 MUSLIM NAMES

His need for help will be even more imperative in looking up Muslim names which have often more than half a dozen constituent words. Even the library profession is at sea in dealing with these names. Some systematisation has been attempted in the *Classified catalogue code*[60]. The choice of the entry word has been rendered as mechanical as possible but it cannot be claimed that it clarifies the situation absolutely. Even in the case of librarians—we may say even in the case of Muslim librarians—the head begins to swim when faced by an Islamic reference book. The illustrations are taken from T. W. Beale's *Oriental biographical dictionary* and the *Encyclopaedia of Islam.*

1. The former enters 'Al Beruni' as 'Abu-Raihan al-Biruni' that is under 'Abu' an impotent epithet. The latter, however, puts the name under the correct

59. *Modern librarian.* V. 10. Pp. 63-75.

60. Ranganathan (S.R.). *Classified catalogue code.* 1934. (Madras Library Association, publication series, 4). Pp. 70-79.

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prepotent word 'Biruni.' But even here the leech-like adhesion of the article 'al' to the front of 'Biruni' is likely to mislead an unwary reader.

2. The confusion of the enquirer gets worse confounded when this ignorable article 'al' is raised to the dignity of entry word by Beale who expects the enquirer to look for 'Al Mustaasim Billah' under 'Al.' Supposing the information given by Beale is inadequate, the exasperation of the enquirer becomes even more unbearable when he turns to the *Encyclopaedia of Islam* for further light. For he won't find this name under 'Al.' For that encyclopaedia enters it in the correct style as 'Musta' Sim Bi-Allah, Abu Ahamad ab Allah B ' al Mustan Sir.'

But how is an innocent reader to find his way among such conflicting renderings in books equally reputed to be authoritative. Surely ready reference service is a necessity and not a mere luxury.

2212183 Corporate Names

Similarly the names of institutions add their own quota to the difficulties of ready reference books. Are the institutions to be entered under their specific names like the 'Presidency College,' 'Loyola College,' and 'Lady Willingdon Training College'? Or are they all to be brought together under the generic label entry 'College'? Whether 'College' is improvised as an additional label entry word or it is brought to the first position by inversion it makes no difference. The deplorable way in which the Canon of Consistency[61] is often thrown

61. Ranganathan (S.R.). *Theory of library catalogue.* 1938. (Madras Library Association, publication series, 7). Pp. 60-61.

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to the winds even in one and the same alphabetical list is illustrated by the

> *Madras telephone directory* (1939) in which 'Loyola college' occurs under 'Loyola,' and 'Lady Willingdon training college' under 'College'; while 'Presidency college' occurs twice, once under 'College' and again under 'Presidency.'

No wonder that haunted by vagaries of this kind most enquirers feel relieved when a ready reference librarian anticipates their trouble and offers help.

22122 Classified Arrangement

When even the apparently simple alphabetical arrangement bristles with so many difficulties one should expect something worse in a classified arrangement. For such an arrangement implies the faithful adoption of a scheme of classification. Trouble may arise either because the faithfulness is not kept up thoroughly or because the arrangement has to bear all the burden due to the difficulties in the scheme of classification adopted. Classification of subjects is now a major branch of library science and professional librarians have to go through a fearful grind to master it. The library profession is slowly realising the futility of deluding oneself that a relative index can atone for all the ills of schemes of classification[62]. Hence it is surely unreasonable to expect that an ordinary enquirer can help himself with reference books of a classified nature, unaided by the reference staff.

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62. Bliss (Henry Evelyn). *Organisation of knowledge in libraries and subject approach to books.* Edn. 2. 1939. Pp. 307-308.

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But even librarians who have acquired a familiarity with standard schemes of classification do not find it quite easy to look up classified reference books as each such book uses a scheme of its own—often a scheme improvised by specialists not in classification but only in the subject matter of the reference books, often without regard to the canons of classification. This makes the aid of the reference staff still more imperative.

Examples :

1. Let us consider *A guide to historical literature* ed. by William Henry Allison etc. (1931). It is a classified bibliography and is in frequent use as a reference book. The contents pages give the lay-out of the scheme of classification. Here the major subjects are represented by the capital letters of the Roman alphabet. Except for A which stands for "History and auxiliary sciences" all the other letters constitute an inexpansive scheme of geographical divisions. H, I and J amount however to chronological divisions in addition. Index I, though entitled 'Scheme of classification and numeration,' is a peculiar hotch-potch of classes. They include

(a) form-divisions like

1 - 20 Bibliography
21 - 40 Encyclopaedias and works of reference
701 - 900 Biography
921 - 940 Academy, university and society publications
941 - 1000 Periodicals ;

(b) quite a number of 'Point of view' divisions ; and

(c) the apex of hotch-potch

201-600 Histories of special periods, regions or topics —which throws all canons of classification overboard.

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The canons are violated still further in the details worked out at the beginning of each section.

The scheme given at the beginning of 'Section U Asia, including India, China and Japan' will furnish proof of all kinds of such violations. It would take us too far if we attempt a detailed criticism of the classification used in this book.

It is enough to say here that even the reference staff experiences some difficulty in tracing our references in it and the readers will leave the book severely alone or at best fail to get the maximum benefit out of it if an experienced reference librarian does not help him.

2. Hopkins (Albert A.). *Ed. The Scientific American cyclopaedia of formulas*, 1932, adopts a peculiar alphabetico-classed arrangement of its own. But it gives a plain warning in the last paragraph of its introduction in the following terms :

"The reader is strongly urged to never look up a subject without a perusal of the Index, which has been made with special care and is the key to the whole work. The arrangement under the various chapters is a common sense subject-grouping which has been evolved after an experience of twenty years......Still, the book may be used without undue reference to this classification by a proper use of the index."[63]

Even to invite the attention of the enquirer to this warning a reference librarian is necessary. In practice, it is found that he has to do much more to make the enquirer help himself with the maximum information possible in this useful work of reference.

63. P. 3.

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3. Another well-known work of reference which has worked out a scheme of classification all its own is Beilstein's *Handbuch der organischen Chemie*. In this "the general scheme of arrangement is according to classes of compounds, as hydrocarbons, ketones, and other main classes."[64] The entire host of organic compounds are classified elaborately by their structure into 4877 systems.

" Under each class the general information concerning the compounds is arranged as follows: nomenclature, properties, behaviour, analytical methods and derivatives. Following the statement of the general proportion of the class, individual compounds themselves are next considered, starting with the simplest member of the class. The arrangement of the material for each compound is according to the following outline:

Structure, configuration, historical, bibliographical.

Occurrence, formation, preparation.

Properties (color, crystallography, physico-chemical compounds).

Chemical transformations (including effect of light, electricity, etc.).

Physiological behaviour.

Uses.

Analytical data (detection, examination, estimation). Derivatives."[65]

It is seldom that the users of this work are taught these 'system numbers' or the arrangement of details under each number while at college. The task of initiating them into their meaning and

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64. Mellon (Melvin Guy). *Chemical Publications, their nature and use* 1928. P. 110.

65. *Ibid.* P. 119.

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helping them to locate references until they become adepts falls mostly to the share of the reference staff of the library.

No doubt classified arrangement is not very popular among modern reference books. But German and certain American encyclopaedias pertaining to special subjects show a preference to such an arrangement. Again it must be remembered that the ancient Sanskrit reference books which are now being brought to print are mostly of the classified type. They were composed in the pre-printing days and some even in the pre-writing days. At that time even reference books had to be transmitted and preserved by oral tradition. One can imagine what a load this should have meant to memory. But the ancient Indians had discovered that this load on memory could be considerably reduced by a classified arrangement which required the use of rational memory instead of bare rote memory. Whatever their origin we are now concerned only with the fact that we do have reference books of the classified type and their exploitation by ordinary readers cannot be easy or thorough unless ready reference help is provided by librarians.

Examples :

1. Varahamihira. *Brihatsamhita.* Fifth century. A.D.
2. Somesvara. *Abhilasitartha cintamani.* 1131 A.D.
3. Basavaraja. *Sivatattva ratnakara.* 1709 A.D.

22123 MIXED ARRANGEMENT

As has been already stated the majority of cyclopaedias and dictionaries adopt a mixed arrange-

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ment. Glazebrook's *Dictionary of applied physics* arranges the major headings in a classified order, while articles in any ultimate class are arranged alphabetically.

The *Encyclopaedia of social sciences* welds into one organic whole articles which should, for a purely alphabetical encyclopaedia, be scattered under different letters of the alphabet. There is no doubt that this kind of systematic grouping is more helpful. But it is by no means easy to be sure which topics had been subjected to alphabetical scattering and which have been channelised and concentrated about particular foci. The *Encyclopaedia Britannica* also shares these features. No doubt these two cyclopaedias are provided with an alphabetical index ; but few enquirers know of their existence or remember to use them. Further in spite of special devices like the use of antique type the reference under most of the terms in the index are so many that most of the readers get tired out in looking up these references one by one until they reach the one which would give them the information they seek. This tiring out process is greatly accelerated by the fact that some of the references are so flimsy that when the page is turned up one finds nothing more illuminating than the occurrence of the word in question with very little light shed upon it by the context.

Here are some *examples* of such index entries :

1. **Matter** : *see* Kinetic Theory of Matter; Atom; Nucleus; *see also* **1**—348*c*; **17**—880*b*; **8**—958*a*; **5**—62*a*.

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2. Nitrogen 16—468*a*; 5—361*a*; 7—721*c*; 8—347*d* fol.; 18—968*a*.
3. Parliament (Brit.) 17—313*c*; 8—9*a*; 6—314*c* fol.; 19—45*c*; 10—562*c*.

221231 PROGRESSIVE CHANCE IN MIXING

The degree of mixedness between alphabetical and systematic arrangement changes progressively from edition to edition of the *Encyclopaedia Britannica*. The earlier editions with huge monographic articles recall to mind the *Encyclopaedia metropolitana* which was much in vogue in the early nineteenth century. Let us illustrate with one subject.

The article on algebra occupies 108 quarto pages of double column of the *Metropolitana* (V. 1. Pp. 524-631). This is equivalent to a crown octavo of about 300 pages—the normal size of a systematic text book on algebra.

In the ninth edition of the *Britannica* we see the beginnings of the attempt to escape from such systematic arrangement and hence lengthy articles. In it algebra occupies only—but still—52 pages of double column (Vol. 1. Pp. 511-562).

A further deviation from systematic arrangement is attempted in the eleventh edition which reduces the article on 'algebra' to 21 pages (Vol. 1. Pp. 599-562). This implies that much of the contents of the original edition and still more of the *Encyclopaedia metropolitana* have been scattered with due deference to alphabetical arrangement. However respect to the memory of the deserted systematic arrangement is shown at the end with the suggestion *See* mathematics—references. This respect is really more than what it seems on the surface. For when we return to the 'M' volume and look up the reference at the end of the article on mathematics, we find a plethora of them overflowing a page. If we bravely dive into them and gather together those

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that have to do with algebra, we get quite a handful: algebraic forms; arithmetic; combinatory analysis; determinants; equations; fractions, continued; interpolation; logarithms, magic square; probability.

When we reach the fourteenth edition (the latest) we find algebra shrunk to five pages (Vol. 1. Pp. 663-607). The array of references at the end has, however become formidable. Here it is: aggregates; analysis; analytic method; barycentric calculus; binomial formula; differential calculus, absolute; calculus of differences; combinatory analysis; complex numbers; determinants; equations; differential forms; algebraic forms; graphical methods; groups; limit; linear algebra; logarithms; mathematics, foundations of; maxima and minima; number; number sequences; numbers, theory of; polynomial; probability and error; quaternions and ausdehnungslehre; series, statistics; trigonometry.

This seems to be a case of the young leading the old; for the ideal towards which the hoary *Britannica* seems to be moving has been set by the junior Chambers's *Encyclopaedia* and Brockhaus' *Konversations-Lexikon* which from their very inception split and atomised the subjects and provided articles only on ultimate specific topics as they are bound to commonly occur to our minds. This non-conformity among encyclopaedias and among successive editions of the same one is enough to make it impossible for an enquirer to get the full value out of them if timely assistance is not forthcoming from the reference staff.

The latest edition of the *Encyclopaedia Britannica* has not however arrived at the same degree of nearness to the ideal of alphabetical scattering in

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respect of all subjects ; for, side by side with short articles monographs still persist in many subjects. Consequently an enquirer may not readily get his topic under its name ; it may lie submerged in a monographic article on a subject of far greater extension. The salvaging of it often requires the skilled assistance of the reference librarian. Salvaging without external help is sometimes rendered more difficult by an article lying submerged in the alien subjects (alien according to current ideas) with which they went in the last century.

For example an enquirer will not find a straight article on 'atomic theory' in the 'A' volume. The reference librarian will have to put him on to the article 'Chemistry' to find it out. Similarly 'graphic statics' will be found camouflaged under 'diagrams.' The exasperation of the enquirer will really reach breaking point if he seeks general information on the grafting of plants. In the 'G' volume he will find only two entries : (1) Grafting of animals—a regular article and (2) a cross-reference : graft hybrids *See* Chimaera. There is every chance of his overlooking this instruction and not looking up 'Chimaera' as this word may be unfamiliar. If he has enough fortitude he may then turn to the index volume. It has a laconic entry 'Graft (Bot). 5,502 d ; 11,775 b.' The eleventh volume simply mentions the word. If impatience has not yet overcome him, he will find what he wanted in the fifth volume.

No ! It is unfair to try the enquirer in that way. He must be provided a human guide. The idiosyncrasies of cyclopaedias are too many to the wit of an ordinary enquirer. Reference staff is a necessity and not a luxury.

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2213 Up-to-dateness

Another factor which makes reference staff a necessity in a library is the varying extent to which reference books give up-to-date information. Ready reference books are sought for information. Information is of little value if it is not up-to-date. In any case it is necessary to know the date to which the information belongs. All ready reference books do not satisfy the test of up-to-dateness to the same degree. Even in the same book all pieces of information are not brought up to the same date. One should know their idiosyncrasies in this respect if one were not to run away with wrong information. The casual reader does not however get the chance to know them with sufficient intimacy. It is only the ready reference staff who have to handle and sift them day after day and hour after hour that can be expected to have a reliable mastery of such details and it is only in a library which has such a ready reference staff that the readers get reliable information out of ready reference books.

22131 Regulars

From this point of view we can recognise three broad classes of ready reference books. At the one extreme, we have those like the *Statesman's year book* and the *Who's who* which bring out a new edition every year with the same kind of information brought up-to-date. They have developed an elaborate technique to bring the information up-to-date. They have established contact with prompt correspondents in all spheres falling within their

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purview through whom they endeavour to be ever up-to-date. There are certain other ready reference books like the *Minerva Jahrbuch* and the *Who's who in America* which bring out new editions once in three or two years with equal regularity. In all these cases it is necessary to know their period and evaluate accordingly the information contained in them.

22132 NO SECOND EDITION

At the other extreme we have valuable ready reference books of vast magnitude which had never been revised and brought up-to-date. Monroe's *Cyclopaedia of education* which is perhaps the only book of its kind is thirty years out of date. Similarly Hastings's *Encyclopaedia of religion and ethics* and Palgrave's *Dictionary of political economy* have not seen a later edition although more than two decades have elapsed since they were first published. An ordinary enquirer is liable to dress up his thought with unreliable facts overlooking that in some respects the information contained in them is out of date. In spite of these volumes showing their date prominently in the imprint of their title pages, human nature is such that a living voice is necessary to warn him about the period to which the information given by them belongs.

22133 IRREGULARS

Between these two extremes we have various possibilities. The *Encyclopaedia Britannica* illustrates in its history a certain evolution of attempts to keep

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such publications up-to-date. This well known ready reference book brings out its editions at fairly long intervals of fifteen or twenty years. The cost of production and consequently the price of a set are too prohibitive to attempt new editions at smaller intervals. At the same time the publishers are not oblivious of the march of events in the long interval. Hence about ten years after an edition came out they used to issue a few supplementary volumes by way of bringing the information up-to-date. The basic volumes together with the supplementary volumes were taken to constitute a new edition. Sometimes more than one such improvised edition used to appear between two completely revised editions. But even this was felt to be inadequate to meet the rapid changes that occur in modern days. Hence in 1938 the publishers launched a new venture known as the *Encyclopaedia Britannica book of the year*. In the words of the editor

> " The lapse in time between editions was necessarily lengthy and the device employed to bridge the gap was that of supplementary volumes, ranging in number from three to seven, issued once, or rarely twice, in the intervals.
>
> " This device, satisfactory in more leisurely days, seems to have outlived its usefulness in an age when scientific and technical knowledge expand in range and volume at a pace equalled only by that of commercial and political developments.
>
> " The resources of the *Encyclopaedia Britannica* organisation have been marshalled to meet this situation by the

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issue, each spring, of a world-wide survey of the preceding year. The information....follows the plan of the *Encyclopaedia Britannica* itself, to which the book of the year is designed to serve as an annual supplement, thus keeping up-to-date the sets of the *Britannica* in the hands of subscribers."[66]

What was arrived at with much hesitation and after several less satisfactory arrangements by the *Encyclopaedia Britannica* has been long ago hit upon and brought to familiar use by two other encyclopaedias of American origin. The *American annual* stands in the same relation to the *Encyclopaedia Americana* as the *Book of the year* does to the *Britannica.* Similarly the *New international encyclopaedia* has the *New international year-book* as its train bearer.

This procedure of annual supplements and cumulation at longer intervals has been in vogue also in other reference books like Halsbury's *Laws of England.* But as the number of annual supplements increases, there is the danger of the ordinary reader failing to read them all together with the basic volumes unless there is a ready reference staff to see to it.

In the case of many ready reference books the changes that have to be introduced from year to year, however essential and valuable qualitatively, are slight in quantity. Some numbers or names need alteration. Here and there a sentence or a paragraph needs recasting. Occasionally need

66. *Encyclopaedia Britannica book of the year.* 1938., P. *vii.*

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arises for a few additional pages. The Law of Parsimony naturally raises the question "Is it not possible to provide for all these changes without going through the whole hog of reprinting the entire book?" The clumsy method of the periodical issue of correction slips which are expected to be cut out and pasted at proper places was attempted. Human inertia being what it is these slips used to lie uncut in several libraries. In the case of a few active ones the original volume was bulged out, warped and rendered so uneven, uncouth and repulsive that it was unable to get users. The result was that humanity went either wrongly informed or uninformed.

A recent attempt to meet the situation resulted in the invention of loose leaf books. A detailed history of the evolution of such loose leaf service culminating in the institution of a periodical whose issues are intended to replace sections of the basic volumes that have gone out of date will be found in an article entitled *A regression in book production, the problem of loose leaf books*[67], by S. R. Ranganathan. This economical mode of periodically bringing parts of a reference book up-to-date introduces an element of heterogeneity. At no time except in the year in which the basic volume is issued, are all the parts of such a reference book brought up to the same date. Different sections carry the information to different years. This is an unnatural feature which an ordinary reader cannot

67. *Modern librarian.* v. 11.

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take into account unless he is properly warned and instructed by a ready reference librarian whose job it is to keep himself correctly posted with all the details of such books. No doubt certain publications ike Hammond's *New world loose leaf atlas* mark the year of issue on each loose leaf. So also the *Europa year-book* introduces some marginal marks to indicate revision. There is even a more elaborate indication of the year to which each page relates in the loose leaf reference book *Pure culture study of bacteria*. But, they are more of real value to the reference librarian than to the reader himself who is apt to overlook them.

In the current edition of the *Pure culture study of bacteria*, the sections dealing with the preparation of Media and Staining Procedures are those brought up to 1939 and are marked "seventh edition." The sections dealing with determination of Pathogenecity and Serological Methods are those brought up to 1935 only. The other sections belong to different intermediate years.

But all such earnest attempts of the publishers to instruct the users fail to achieve their ends unless a human agency in the form of a ready reference staff personally invites attention to them and interprets them.

222 Nature of Enquirers

We can get some more light on the why of ready reference service if we approach it from the side of the nature of enquirers. From this point of view the enquirers fall into three groups, *viz.*, the

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absentee enquirers, the casual visitors and the regular customers. Every one of these classes of visitors makes ready reference service in a library necessary for a different reason. And all enquirers will fall into one or another of these three classes. Let us now examine what answer each class gives to the question on hand.

2221 ABSENTEE ENQUIRERS

22211 ENQUIRIES BY TELEPHONE

The telephone is now a normal equipment of the enquiry desk in most libraries. This implies that the furnishing of information on telephonic requisition is recognised as a legitimate duty of libraries. No doubt practical convenience will rule out the use of the telephone for getting whole passages being read out or dictated. It is only facts which require a few words that should be sought through the phone. Now, since the enquirer is not in the library, helping him to help himself is out of the question. This means that the library should have a staff to look up information on behalf of this class of absentee enquirers.

222111 NEWSPAPER OFFICES

Newspaper offices loom largest in this class of enquirers. The load of telephonic enquiry from that source is heaviest in the library in a metropolis. Here are some examples stimulated by the European war.

i. Can 'aerodrome' be used in the sense of 'airship?'

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ii. We have an astrological article on the course of the current war. The words ' cumbust ' and ' trine ' occur there. Please say if they are approved 'astrological terms.'

iii. Will you please locate for me some sumptuous information on the ' Maginot line '?

222112 GOVERNMENT DEPARTMENTS

The government departments come next in order of frequency among telephonic enquirers in the library.

i. The Board of Revenue is just working out the financial implications of the Tungabhadra project. " What is the rupee equivalent of the Osmanic sicca ? "

ii. The Public Works Secretariat rings up for urgent attention and asks for the address of the American Institute of Radio Engineers.

iii. The Speaker of the Legislative Assembly rings up for information regarding the legislatures of the world which begin their daily work with a prayer.

222113 PRIVATE ENQUIRERS

Taken as a whole private enquirers use the phone as often as the government and the newspaper offices. Here are a few examples.

i. I find the two following words occurring frequently in the newspapers this week. Can you let me know their correct meaning : Blitzkrieg and Weltanschauung.

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ii. I am reading a novel of Tagore in Hindi translation and its title is *Ankh ki Khirkiri*. Is there any English translation of it ?

iii. I had conversation with some spirits on the ouija board this morning. A stranger spirit announced itself as Blanco White. He said that one of his sonnets had been published but that what he considered as his best had not been published. He wanted to dictate it over the ouija board on a later day. Was there ever such a poet. If so when did he live ?

22212 ENQUIRIES BY POST

Another class of absentee enquirers is not on the phone but uses the post. In a country like India where libraries are as few as telephones it is the postal medium that looms large in linking up absentee enquirers and libraries. As in the case of telephonic enquirers postal enquirers too necessitate the maintenance of a reference staff which will locate the information on behalf of the correspondents and transmit it to them.

2222 CASUAL VISITORS

Any library whose services are well known is sure to attract casual visitors. In a well organised community of to-day whose members are accustomed to look to their local libraries for information of all kinds, it becomes almost a second nature of any person to call at the library of any place to which he goes whenever he wants information. As the Indian community has not yet been accustomed

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to a system of country-wide library service such a habit may not be perceivable in it. But we have experienced that most of the foreign visitors to Madras coming from Western countries, be it America or France or Germany or Russia or Czechoslovakia, invariably make a call at our library almost on the first day of their arrival. Various are the questions they put. Some wish to look up a map of Madras ; others wish to get a list of the historical spots and their location. Some ask for the gazetteers of the neighbouring districts ; others ask for the names and addresses of the leading persons of Madras in the spheres of life in which they are interested. A few spend some hours in the library pursuing some topic of local history or current local affair. Usually they want to equip themselves with all the necessary information as rapidly as possible before they begin to do the city. When India becomes library conscious and Indians appreciate the value of a nation-wide net work of public libraries in their social economy this class of casual visitors to a library will get considerably enlarged because any day the number of visitors to a town from within India will be far greater than that of foreign visitors. Surely there can be no question of a library including within its legitimate duty the work of educating such casual visitors in the use of ready reference material or in self-help of any kind. From the library point of view the most economical way of serving such birds of passage is to make its ready reference staff feed them promptly with exactly what they want. No

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doubt it may be asked why should the local library feel obliged to do this kind of reference service for outsiders. There is at least one answer to this question :—Reciprocity ; do unto others as you would like to have it done to yourself, is a perfectly human motto. Hence the need for reference service in all libraries which are open to the public.

A European traveller called at the library at 10 A.M. on the very day of his landing at Madras. Whosoever came his way heard him utter the words :

" Parlez-vous Francais ? Sprechen Sie Deutsch ? Kya tum Hindustani bolte ?"

Evidently he could not speak English. The word Hindustani made a member of the staff take the help of a Muslim peon on duty as an interpreter. But in no time the conversation took both of them beyond their depths : the traveller because his Hindustani vocabulary was too meagre to express anything beyond the elemental material requirements of a foreign tourist ; the Muslim peon because his intellectual and literary equipment was too poor to follow the thought of the traveller. However the peon was tactful enough to suggest to him that after 11 A.M. some members of the staff who could speak his language would turn up. " Accha " said the traveller and settled down in a chair.

* * * *

11 A.M. An experienced member of the reference staff turned up. He was immediately put on to the traveller. But he was soon staggered by the fluent French with which he was greeted and addressed. Not a syllable could be made out. Hence he asked the traveller in Hindustani to commit his requirements to writing. When he did so his calligraphy though not easily deciphered led to the inference that he belonged to Budapest, that he had programmed to

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stay in Madras for three days to prepare himself to tour South India and that he would like to read French or German books on places like Mahabalipuram Srirangam and Madura.

He was started on *Larousse universel*, 2 t. and Jouveau-Dubreuil : *Archaeologie de sud de l'Inde*, 2 t. Little by little he was led on to various other archaeological books and periodicals—especially those whose pictures would instruct him where the language failed him. It was a pleasure to help him with fact-giving materials. He too expressed immense pleasure and gratefulness for the ready reference service he was given.

2223 REGULAR CUSTOMERS

In discussing the what of ready reference service we had indicated the extent to which even the regular customers who personally appear at the enquiry desk have to requisition the services of the ready reference staff. There is first the freshman. He is new to library apparatus of any kind. In particular he is a stranger to ready reference books. He does not know the structure of most of them. He cannot readily size up their scope. He cannot evaluate the information contained in them without aid. It is the duty of the library to educate him in all these matters. It may be that after a few visits a particular freshman gains the ability to shift for himself without the help of the staff. But if the library is popular at all and if it does not rest on its oars until every person in its area becomes its regular patron, it is but natural that every day brings its own quota of freshmen. This means that there must be a full timed ready reference staff to meet this perennial inflow of new comers.

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The veteran visitors may ordinarily help themselves with the ready reference books, but occasions may arise when even the most considerate of them will be either hard pressed for time or will find themselves beyond their depths. In either case it is but legitimate that the library should offer them the help of its ready reference staff. If the library is busy at all there is every probability for this class of readers adding their own quota to justify the maintenance of an enquiry desk manned by an adequate number of ready reference staff.

223 NATIONAL ECONOMY

Justification for ready reference service can also be found on grounds of national economy. It is a matter of experience that in any community the ready reference questions that are brought to the library by its readers are largely of a repetitive nature. There are certain patterns of questions that always arise. There are certain pieces of information that become topical at certain moments. Even abstruse questions which require a carefully worked out chain of investigations recur though at longer intervals. Let us imagine the absence of a ready reference staff; then each enquirer will have to find out the same facts for himself, put forth all the necessary energy and spend over it all the necessary time. If we integrate the men-hours spent by a community in the course of any considerable stretch of time there is no doubt that the wastage of men-hours involved will be very great. On the contrary if we have a ready reference staff

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any fact found for one reader once can be passed on to any other reader who seeks it, without any additional expenditure of time either on the part of the staff or of the enquirer. It is immaterial from the community point of view whether the first man who spent the necessary time and energy to get at the fact was the enquirer himself or the ready reference staff. But once the fact is got the ready reference staff can clinch it and keep it ever on the surface so that it can be passed on to every other seeker. It can function as the community's agency to pool together the results of all the ready reference efforts, no matter who the contributor was. From this point of view, the establishment of an enquiry desk manned by an adequate staff in all the important libraries of the community amounts to a measure of national economy.

Moments arise when the same fact is sought by quite a number of people in quick succession. At such moments it may not be possible for a library to produce enough copies of the necessary ready reference books to all the enquirers nor is it an advantage to make every enquirer of the community go through the whole hog of dressing out the information for himself. It is distinctly conducive to general economy if there is a ready reference staff which can furnish by word of mouth the information so widely sought. Here are some examples :

1. The morning newspaper announced the death of E.V. Lucas. The reference staff immediately looked up the *Who's who* and began to gather together the books by and on Lucas. While assembling them there was

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a ring on the telephone. One of the newspaper offices asked for some details about Lucas. Almost every other minute there was a similar ring until all the newspaper offices were fed with the same information.

In the meantime the works of Lucas had all been assembled in a special shelf. In addition the following books on Lucas were also brought together with them :

(i) Dilly Tante. *Ed. Living authors : a book of biographies.* Pp. 235-236 ;

(ii) Gosse (E.W.). *More books on the table.* Pp. 209-215 ;

(iii) Lucas (E.V.). *Reading, writing and remembering* ;

(iv) Marble (A.R.). *The modern novel.* Pp. 205-207 ;

(v) Swinnerton (F.A.). *Georgian scene : a literary panorama.* Pp. 244-245 ; and

(vi) Waugh (A.). *Tradition and change.* Pp. 292-298.

A bibliography was rapidly stenciled. It included the following references not available in the particular library but perhaps obtainable in others :

(i) Adcock (A.). *Glory that was Grub street.* Pp. 191-201 ;

(ii) Bennet (A.). *Books and persons.* Pp. 150-154 ;

(iii) Gosse (E.W.). *Books on the table.* Pp. 103-110 ;

(iv) Hind (C.L.) *Authors and I.* Pp. 182-188 ;

(v) Overton (G.M.). *Cargoes for crusoes.* Pp. 212-231 ;

(vi) Schelling (E.F.). *Appraisements and asperities.* Pp.9-14 ; and

(vii) Walkley (A.B.). *More prejudice.* Pp. 52-56.

As anticipated enquirers began to pour in one after an other for information about Lucas. As every possible preparation had already been made in anticipation the crowd of enquirers was handled quite easily and nearly everybody was given satisfaction.

2. One morning, a Reuter telegram stated that the condition of Lord Tweedsmuir, Governor-General of Canada, was serious. The most enterprising of the local newspapers immediately sent one of its represen-

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tatives to the library to collect information about him. In addition to the *Who's who* which equated him with John Buchan the following three references were located :

(i) Adcock (A. St. John). *Gods of the modern Grub street : impressions of contemporary authors.* Pp. 43-50 ;
(ii) Dilly Tante. *Ed. Living authors : a book of biographies.* 2 columns.
(iii) Johnson (R. Brimley). *Some contemporary novelists.* Pp. 183-192.

The first two books contained also a picture of Buchan and one of them was borrowed by the reporter.

In the evening, news of his death had reached all the newspaper offices. Naturally they all felt obliged to back the news with some biographical data. Some sent their reporters to the library and others rang up for information. As every thing available in the library had been located and brought together earlier in the day at the instance of the enterprising newspaper all the enquiries could be immediately disposed of. Thus the fruits of the labour of the ready reference staff of the library reached the public that very night.

3. James Bourdillon Bilderbeck was a local celebrity at Madras about the end of the last century. He was a professor and principal in the Presidency College —a government institution.

One afternoon the office of the Director of Public Instruction wanted details of his career. They were found in the *History of services of gazetted and other officers in the civil department serving in the Madras Presidency corrected up to 1st July* 1906 (the year of retirement of Bilderbeck). As the reference librarian began to read out from it the man at the other end of the wire said

" It is all too much for me to transmit. I shall ask the newspaper men to go to the library direct." Quite a number of them came within the next few minutes.

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In these three cases it could easily be seen that nothing could have been gained by making every enquirer trace out the information for himself. The right thing to do was to place the ready-made facts in the hands of the enquirers as rapidly as they came.

It may happen that some information requires prolonged investigation and search. In fact it should be classified with long range reference service but if it is of topical interest several inquirers will come for it in rapid succession and the best way of serving them is to convert it into ready reference service and give the information outright without attempting to make them help themselves.

1. The award of Nobel prize for literature in 1938 to Mrs. Pearl Sydenstricker Buck was the occasion for a rush of inquirers. The *Who's who in America* gave only four inches of information. Two other books known to devote some pages to her *viz.*

(i) Kirkland (W.M.) and (F.). *Girls who became writers.* Pp. 39-52.

(ii) Lawrence (M.). *School of femininity.* Pp. 311-318.

were not available in the library. But the practice of the reference staff of perusing and mentally noting outstanding facts appearing in periodicals came to our rescue. It was recollected that some information about her had occurred in the *Wilson bulletin.* A search of its file disclosed that volume 6 (1931-32) contained six columns of biographical information with a picture and that volume 9 (1934-35) contained two more pictures. From the moment this reference was located the problem changed over from long-range to ready reference service.

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2. King Edward VIII's abdication produced great pressure on the enquiry desk. It required some prolonged search to get some information on his abdication and "morganatic marriage." Ultimately the following books were found to be of some help :

i. *Encyclopaedia of the laws of England.* V. 13. Pp. 47-48. *Royal marriages.*

ii. Halsbury (Earl). *Laws of England.* V. 6. *Constitutional law.*

iii. D'Auvergne (Edmund B.). *Some left handed marriages, misalliances, irregular and secret unions of royalty.*

iv. Cheiro. *Pseud. World predictions.*

v. Shaw (George Bernard). *Apple cart.*

After the references were located this problem was converted into a ready reference one and for some days the information was passed on merely by word of mouth.

In the above mentioned two cases certain world events led the reference staff to anticipate enquiries and complete the process of long range reference to face a stream of inquirers which they were positive they would have to meet. Sometimes it may happen that as a result of long range reference service to an influential individual interest may be induced in several people to peruse the materials supplied to him. In that way also what was long range reference service up to a point might thereafter become ready reference service.

There was an invitation on the librarian's table announcing that the Prime Minister was delivering the inaugural address of the Mathematical Association of a local college.

The telephone made a tremendous noise and the librarian had to take up the receiver in hand :

29

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"Have you got Potts's *Algebra* ?"

"I have not heard of it."

"I am not surprised. It was a text-book half a century ago when I was at college."

"Is it so? In that case some of the older libraries in the city may have it. I shall try and let you know."

* * * *

"I have tried all the important public libraries. None of them has it."

"Did you try the......college ?"

"No. To-day being Sunday its library is not open. But I know practically all the mathematical books of that college as I was once teaching mathematics there. I had never seen 'Potts's *Algebra*.'

"It is a pity. It was a beautiful book. It gave some interesting historical information about mathematics in ancient and medieval days."

"If you are interested in that kind of subject perhaps I can give you some helpful material."

"I don't think anything can equal Potts. Don't trouble yourself."

"Why not you give me a chance? So much has been done in that field during the last fifty years."

"Is it so? But will it not be too much of a trouble for you ?"

"Not at all. We are paid just to do such work. We are only sorry that people are not giving us opportunity to justify ourselves."

"In that case will you just prepare for me a select list of books on Hindu achievements in mathematics and send it on with two or three books of your choice ?"

"Mathematics is a vast field ; we have a good deal of literature? Do you want every branch to be covered?"

"Perhaps I wouldn't trouble you if it is so much".

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" Excuse me. If I am not over-inquisitive, I presume you want this for your inaugural address day-after-tomorrow."

" Quite so ! I wonder how you knew about it."

" I shall send you just one or two books to suit that purpose."

" Thank you. But perhaps it may be as well if you can send me the list which you mentioned."

* * * *

" The other day the Prime Minister addressed our Association. He said that you could give us quite a number of books on Hindu mathematics."

" Yes, here is a list. It gives the call number of every book. You may go to the mathematics gangway and look them up."

This recurred in the library for quite a number of days after the Prime Minister's inaugural address to the Mathematical Association.

Thus the long range reference service of a Sunday reverberated itself as ready reference service throughout the succeeding week.

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CHAPTER 23

HOW ?

The questions what, why and how are all only different aspects of a single concrete experience. They are merely mental abstractions made habitual by the intellect which is given to analyse and atomise. We should not allow the intellect to mislead us to believe that the aspects created by its atomisation are independent entities that exist in mutual exclusion. To change the figure, the what, why and how are merely fractional distillations into the atmosphere of conception. The holistic nature of the thing-in-itself is so profound that we can never succeed in separating them out so thoroughly that we can have a pure what, a pure why and a pure how. The discussion of the what and the why of ready reference service is therefore charged with traces of the how of it. The how lies imbedded there at various levels and in various associations, but always in a subordinate position. We shall now have it sifted and brought to the surface and give it our thought on its own primary rights.

This we shall do by considering in succession three aspects of the how, *viz.*, preparation, service and assimilation. Of these, preparation and assimilation are processes behind the screen while service is the vital process of the flowering and

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fruition of reference service in the open. In the latter the physical presence of the reader, or his voice on the wire or his script sent from a distance are the vitalising factors. It is they that fertilise and make ready reference service complete. But the ready reference staff has to begin its preparation even before they arrive and have to continue the integration of the results of contacting them even after they leave. Thus assimilation and preparation take place largely in the presence of only the 'thought' of the readers and are convertible into one another. What is assimilation in relation to the enquirers who have left after receiving service is also preparation in relation to the future enquirers and the service itself contains preparation and assimilation in a latent or potential form. If we remember that the stream of enquirers is continuous in a busy library, we can realise how much the three processes will be found telescoped in actuality.

231 Preparation

2311 New Reference Books

Preparation for ready reference service falls into three classes. The first is familiarising one-self with the new reference books that come into the library from time to time, by purchase, donation, or collection from heaps discarded elsewhere. All the points similar to those discussed in the section "221 Nature of Reference Books" should be borne in mind in this process. A novice may find this work uninteresting, boring and almost impossible. But a ready reference librarian who has experienced

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contact with enquirers will find it not only absolutely necessary but also absorbingly interesting. The greater the experience the greater will be the zeal for this kind of preparation. For every item of information that he reads in a book will recall to his mind the Ramu, the Seenu and the Yogu who are the fittest persons that should be served with it at the earliest opportunity. Thus the preparation gets humanised, becomes pointedly purposive and thoroughly enjoyable. When this stage is reached preparation will become as involuntary as breathing.

2312 THE ONLY SANCTION

But till the aspirant for ready reference librarianship reaches this stage, he should mobilise all his will and determination and turn them on this work. Resentment is the ready shield that ignorance improvises ; hence novices should beware of their proneness to misunderstand and misinterpret the solicitous suggestions of seniors. Where there is a large staff this devilish proneness will go to the extent of organising the never-do-wells and invoking trade-union tactics to thwart every chance for good sense to prevail. This state of affairs may even corrode a shaky senior. When his sound example has no effect on the new-comers, sullenness may set in and ultimately tempt him to regress to the inaction and complacence of those very misfits under the fire of their cynicism of self-defence. The will to participate in the healthy life of reference service is the only thing that can avert such a tragic

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trend. The need for this digression into the fundamentals was felt because there can be no effective external sanction to enforce preparation of this kind. The reading public seldom knows its rights. From the very nature of things it cannot anticipate how much help can be rendered to them by the ready reference staff. It is particularly so in India at present as its adult population is not accustomed to receive help from libraries. Under these circumstances the only sanction has to be the inner urge of the reference staff itself to live up to its highest ideals.

2313 New Editions of Reference Books

The second class of preparation for ready reference service consists of the work of skipping through the new editions of reference books as and when they come and acquainting oneself with their outstanding new features. Various causes will introduce changes in the new editions. The march of events in the world at large is relentless and a reference book has to introduce in its pages all the consequential changes. For as we observed in section "2213 Up-to-dateness," accuracy of information is of the very essence of reference books. Then we have to remember that a reference book has to be produced on a grand co-operative scale. Hundreds and thousands of contributors and correspondents have to furnish revised data. It is but natural that all of them may not be equally alert. Some may not furnish their quota of information in proper time and it may not be possible to hold up the issue of the revised edition for their sake.

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Thus all parts of the new edition may not be equally up-to-date. Often there may be "stop-press" appendices, incorporating late information. They should all be looked for and brought to attention. Again reference-book-production is an ever-growing art. New features are therefore continuously introduced from edition to edition. Remembering that a library will be taking many reference books this work of skipping through new editions can be seen to form a considerable element in preparation work. The details featured in the discussion of the why of ready reference service should be borne in mind and studied at the stage of preparation.

2314 FUGITIVE MATERIALS

The third class of preparation for ready reference service is the maintenance of the cabinet of fugitive materials. Fugitive materials consist of newspaper-cuttings, magazine-clippings, loose prospectuses, folders and similar ephemeral materials, which may be of value and perhaps the only source of information for the time being. They have to be located collected, mounted whenever necessary, classified, filed in proper order and periodically destroyed. This class of preparation assumes considerable magnitude in business and school libraries. With the back of the mind charged with the kind of questions of topical interest that turn up usually at the enquiry desk, the requisite materials must be located by a perusal of newspapers and magazines and by an alert look-out for folders and

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prospectuses. The materials thus collected must be expeditiously prepared and inserted into the appropriate folders. In a library manned by resourceful reference librarians, such fugitive materials will accumulate with uncanny rapidity. Unless periodically weeded out their quantity may become an obstruction. Hence, this class of preparation should include a weekly or monthly review of the cabinet of fugitive materials and removal of out-of-date ones. This review is best done if coupled with the process of filing. For each new piece filed may suggest what old pieces have become obsolete.

232 Service

We shall next turn to the core of ready reference service which is service to the enquirers. It will be convenient to recognise three kinds of service: (1) training the enquirer in fact-finding, (2) setting the enquirer on the right track to help himself and (3) furnishing the exact information. It is easy to recognise that the mode of service will be different in these three categories. In particular the time devoted, the attention to be paid and the devices to be employed to keep the enquirer in good humour will all be different. The quality of the ready reference staff which will be requisitioned most will vary with the kind of service. A sympathetic teacher's outlook will be necessary in one case. The capacity to keep oneself in the background will be necessary in another. Promptness and exactness will be most required in still another.

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2321 Training in Fact Finding

Persons who come to the library for the first time and are likely to become regular visitors stand in need of being instructed in the use of ready reference books. This is necessary as much in the interest of the ready reference staff as that of the enquirers. The policy of the staff should be ultimately to transfer as much of the effort as possible to the enquirer himself. The most economic way of doing it is to take him on hand at the earliest possible opportunity and demonstrate to him the method of locating facts in ready reference books. Formal instruction is out of the question. The ready reference librarian cannot 'lecture' to the reader nor can he collect a number of new-comers and expound the art of fact-finding in a theoretical manner. These methods which savour of the class-room are not available in the library. In fact at no moment should an enquirer be made to feel that he is being instructed. The correct attitude of the reference librarian should be the one described so delightfully in the words of Sita to Rama :

"स्नेहाच्च बहुमानाच्च स्मारये त्वां न शिक्षये ।"[68]

"I do not instruct ; I only remind you out of my love and regard for you."

It is necessary to secure this even in the case of children. The fact should be sought in company with the enquirer at the speed which is determined by his capacity and previous knowledge. The

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68. Valmiki *Ramayana*. Aranyakanda. Sarga 9. Verse. 24.

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passage from one book to another and the turning from one page to another should all be done in a way that is most natural and assimilable to the beginner. The superior skill and the great flair that experience has secured for the ready reference staff should be muffled consciously and prevented from giving, at any moment, a momentum or speed that is incommensurable with what is possible for this type of enquirer. As the investigation proceeds many opportunities will present themselves to make him observe some of the peculiarities and to warn him against some of the pitfalls that characterise the reference book in use. A resourceful reference librarian will also have the awareness to detect the setting in of tedium on the enquirer and ward it off with gentle humour.

23211 EXACT ENUNCIATION

We may consider three problems in the fact-finding pursuit in company with the new enquirer : (1) the exact enunciation of what is required ; (2) the chalking out of the line of pursuit ; and (3) the final spotting out of information. In most cases correctly stating the question for which the answer is sought is half the battle. Various causes prevent an enquirer from stating his questions in exact terms. He might have, in his own way, partially solved his problem and reduced it to a secondary one. When he reaches the enquiry desk he will naturally state only his secondary problem. But as it is received by the reference staff out of its context the line of pursuit suggested by it may

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altogether be clear of the primary problem and even carry the enquirer to a point of annoyance. It often happens that several wrong tracks have to be pursued before either party discovers that the real problem to be solved is something different from what has been explicitly stated. An experienced reference librarian who has developed a flair to sense the secondary nature of the problem and elicit the primary one in exact terms expeditiously will save a good deal of trouble for the enquirer and for himself.

1. A middle-aged gentleman called at the library.

"I should like to have information on glass industry."

"What aspect?"

"Aspect? Some data and a brief survey."

He was directed to the *Encyclopaedia Britannica* in the first instance. Ten minutes later, the reference librarian went to him.

"Do you get what you wanted?"

"I have just perused the articles on 'glass' and 'glass manufacture.' They are historical and technical."

"You don't want them?"

"No, I am rather interested in the economic aspect."

"Then try the article on 'glass and pottery industry' in the *Encyclopaedia of social sciences*."

Half an hour later, the reference librarian again asked him if he got what he wanted. He said he could not say and that he would ask for additional help if necessary after perusing the whole of the article. Another half an hour passed and the enquirer approached the reference librarian:

"This is nearer to my point."

"I am glad."

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" But it gives only twenty lines on the problem I am pursuing."

" What is that problem ?"

" Look ! this article speaks of ' industrial hazards.' It is something like that."

" Did you look up the cross references to ' industrial hazards and sanitation ?"

" Yes, I did. But it is all too general."

Now only his problem got enunciated in exact terms. To meet it directly *Occupation and health : an encyclopaedia of hygiene, pathology and social welfare* published by the International Labour Office was brought to his notice. The article on ' glass industry ' extended to twenty-one pages : ten pages were on the technique and eleven gave statistics, and dealt with pathology, hygiene and legislation. The enquirer was delighted with it and when he left the library he said that he got from it all that he wanted.

2. A parliamentary secretary ascertained by the phone if the library had books on prohibition and he was in the library a few minutes later. He was shown some books.

" These discuss for and against prohibition. I don't want them. Show me some books on the social aspect of the problem. Where are they kept ?"

" Here ! In this section ' social pathology—drink evil.' There are just a few books here on the prevention of drink evil."

* * * *

" Even these are not to my point. Have you anything on prohibition law ?"

" Yes, here are two books."

* * * *

" They too are no good."

" What is it exactly that you want ?"

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"Have you any books on the administration and enforcement of prohibition policy?"

"Yes, here are a few."

* * * *

"No, no! They are no good. They only deal with smuggling, bootlegging and so on."

"Perhaps we may be able to find out something helpful if you can say what particular problem you have in mind."

"I want information about exemption from prohibition law. In the acts, you simply come across phrase 'unless' exempted."

"I expect that the details about exemptions will be found in the rules framed under the acts. They will be mostly executive orders and may not find a place in books."

"The *poojarees* (=priests in the temples of village gods) insist that wine is necessary for temple worship. You know that it is the thin end of the wedge. I want to know how similar problems have been met in other countries"

"Ordinary books are not likely to go into such details. Perhaps the annual reports on the working of the prohibition act may give some information."

3. A telephone message from the head of a government department read "I am sending my peon to the library. Send through him one or two books on steel and iron works." The peon came and two books on the subject were sent.

* * * *

Half an hour later the personal clerk of the official returned the two books and said:

"My officer does not want these technical books. He wants some books which describe old iron works."

"Is he interested in the use of iron in antiquity?"

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" Perhaps so. He mentioned 'Iron works of olden days.' That is all I know."

" Then take these books. They are all of antiquarian interest."

* * * *

The personal clerk returned again within another half an hour and said with some emotion :

" No sir. He asked me to return them immediately."

" Why ?"

" I don't know. He is fretting and fuming. He wants me to bring other books."

" What exactly does he want ?"

" I don't know."

" Ask him by phone, now."

" No. He is very angry. You may ask him yourself."

* * * *

It was 5 P.M. The official came in person—an elderly gentleman.

" I thought my fellow only was a fool. Your fellows too are like that."

" Why, what's the matter ?"

" I want some pictures of old iron works—say of the Moghul period. They send all sorts of things."

Presently some illustrations appearing in the *Memoirs* and *New imperial series of the Archaeological Survey* of India were shown. He was not satisfied with them. The assistants were asked to collect more such illustrated memoirs and the officer was taken into the librarian's room.

" This is the first time, I come here after you moved into these buildings."

" You like the buildings !"

" Yes, they are lovely."

" Where do you live now ?"

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" I am just now changing my residence. I have taken a new house. There is a big hall in it. My wife wants to have it partitioned. She has taken a fancy for an iron door and iron grating."

* * * *

When they were deeply engaged in conversation, a few recent bound volumes of architectural periodicals arrived with book-marks in some advertisement pages. The old official examined the pictures in those pages. He was immensely pleased.

" It is just this kind of thing that I wanted. I shall ask my wife to come and have a look at them."

" I am glad you have got what you wanted."

" Not ' I wanted ' but what ' my wife wanted!' But why were they not able to get them this morning ?"

" Because you did not tell them that you wanted these."

" Nor did I tell them now."

" But you told me that you were changing your residence etc. etc. This slip went to them, and they gave up the pursuit of *Archaeological memoirs* and looked up these advertisement pages !"

" I am sorry I called your men fools. Now I realise who was a fool !"

An accurate enunciation of what exactly a reader wants is not easy either for the reader or for the staff ; it takes long to shape ; it is half the battle in most cases of reference service.

23212 Deliberate Distortion

In the above mentioned patterns it must be remembered that the enquirers were quite genuine. But it is also possible for the enquirer to make his questions rather oblique quite consciously. Shyness, inferiority complex or unwillingness to lay

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bare his cards may make him do so. It is shyness in most cases. It calls for a sympathetic handling by the reference staff. A shy reader should be put at ease by kind words and participative manners. Once confidence is established the correct enunciation of the question will become easy. But the position will be very difficult in the case of a brave enquirer who purposely withholds or distorts his exact problem. Even there the geniality of the reference staff may act as a corrective. Anyhow it is necessary that the obliquity of the question should be reduced as much as possible before the line of investigation is laid down. Often even this class of enquirer comes to terms in slow degrees as they begin to work together.

23213 Learning by Doing

Having got as correct an enunciation of the question as possible the reference librarian has to think out immediately the reference books that are likely to be of use. Without any air of instruction he should readily show the enquirer its scope, arrangement, etc. A good plan will be to read the preface or introduction rapidly with him with brief commentaries by way of emphasising special points or elucidating abstruse passages. It is also desirable to invite the attention of the new enquirer to the index and its nature. It would be good if the reference librarian has by now established such a relation with the new-comer that he can put the book into his hands and ask him to look it up, keeping himself in the background. It may happen

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that the enquirer is not satisfied with the information which he is able to find. Then the reference librarian should discuss with him what is wanting in the information got and show him in a friendly way how it can be amplified either from some other part of the same book or from some other book related to it. While proceeding along these lines a good deal of opportunity will arise to widen the experience of the enquirer in handling reference books without any formal instruction. It may be repeated that the enquirer in a library must be made to learn more by doing than by listening.

23214 FINAL STAGE

An important principle that should be borne in mind in dealing with new-comers is that the final stage of actually locating the right information should be left in the hands of the enquirer himself. The reference staff should invariably withdraw themselves at that stage. The new enquirer should never be denied the pleasure of feeling that ultimately he had helped himself. This pleasure will make him enjoy the pursuit of facts by himself in future.

2322 SETTING ON THE RIGHT TRACK

Next we shall turn to regular customers and such strangers as are already familiar with fact-finding methods. They are the persons who require the least time of the reference staff. They mostly help themselves. But now and then the facts that they pursue are so elusive that reference books do not yield them if pursued in the normal way. When-

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ever the self-helping enquirers get stranded and show signs of discomfiture or disappointment, the ready reference staff should come to their aid. The offer of help in such cases should be made most tactfully or if the enquirer himself asks for help it must be complied with without betrayal of any air of superiority. The difficulties of the enquirer may be due to his not having a clear enunciation of the question for which he wants the answer. If so his problem should first be given the correct shape. The method will be similar to the one adopted in the case of new-comers except that it can be put through more expeditiously. When the problem has been made definite the ready reference staff should place at the disposal of the enquirer the more intimate knowledge they have of the scope, the idiosyncrasies, the defects and the pitfalls of the reference books and what is more important, their knowledge of the way in which the different sources supplement one another. It is lack of familiarity with the last-mentioned feature of reference books that is responsible for the failure of an experienced enquirer in helping himself. A few judicious questions should disclose the stage at which the enquirer took a wrong turn; without any explicit remarks or any other open sign about the mistake of the enquirer the reference staff should take him over to the right track and if he shows signs of exhaustion or despair lead him on further until he sights the facts sought.

1. A professor of economics who generally helps himself in ready reference matters once came to the reference

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librarian and asked for a brief biography of W.W. Hunter at the same time expressing his surprise at his not finding it in the *Dictionary of national biography*. The reference librarian took it for granted that his statement was correct and hence tried Buckland's *Dictionary of Indian biography*. It gave a very brief account of Hunter's life. It was inadequate for the professor.

Now it struck the reference librarian that the professor might have omitted to consult some of the supplements. So he asked the professor if he had consulted the supplements. He replied that he had used the supplement of three volumes as well the next single volume which brought the work up to date. Here was the cause of trouble. The professor had not evidently seen the XXII volume which forms the first supplement to the work. So the reference librarian pulled out that volume, located the article and gave it to the professor. He glanced at the article, glanced at the back, glanced at the reference librarian, said to himself " How is it !" and settled down to read.

2. Another professor was seen walking confidently into the gangway containing periodicals in Indology. Fifteen minutes later the reference librarian went to him and asked :

" Can I help you ?"

" No, thanks. I remember I saw a picture of A.C. Burnell in one of these volumes."

" Do you want it to be located ?"

" I have examined every volume. It is not there. I wonder where I could have seen it."

" Did you try the *Dictionary of national biography* ?"

" Surely it doesn't give pictures."

" Nor did I say that it does."

" Then what's the good !"

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" There is usually an iconographical note at the ends of articles."

" Is it so ? There is a bibliographical note. Does it include pictures too ?"

" Yes, try it."

He found the following passage :

" Another work undertaken jointly with Colonel Yule had been the occasional occupation of both for many years and Burnell's part in it was nearly completed. It appeared in 1886 (new edition 1903) as Hobson-Jobson, being a glossary of Anglo-Indian colloquial words and phrases. A portrait of Burnell is at p. xiii."[69]

3. An experienced official who is the head of a department; violinist by hobby ; some research work on violin technique to his credit.

" I had once seen a peculiar kind of violin in the hands of an expert. He called it ' Stroh-violin ' or ' straw violin ' What can it be ? I want the correct spelling."

" Will you try some of the books on violin ?" He tried ; but no light. He was asked to try dictionaries of music; still no light. He was asked to consult the linguistic dictionaries. He did so, spending much time.

" No, I don't find it anywhere. These reference books are all so incomplete."

" Did you try Webster ? It is a mine of information."

" Yes, I did. Even that fails."

" Did you try the *New English dictionary* ?"

" Yes. I looked up every possible place. But it is too old. My recollection is that this violin is a new invention."

" Then why don't you look up the *Supplement* ?"

" Supplement ! Supplement to what ?"

---

69. *Dictionary of national biography*. V. 3. P. 385.

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"Supplement to the *New English dictionary*."

"Is there one?"

"Yes, it was published a few years ago. It contains all the new words that came into use during the last half-century."

"But where is it?"

"Here!"

"I took it to be one of the original volumes...... Such a bulky supplement! How language grows!"

"Here is the definition: Stroh (=Straw).... Used attrib. to designate instruments of the violin class having a horn attachment for increasing the resonance."

"Thank you. I was about to go in disappointment. How easily one goes out-of-date in these matters!"

2323 FURNISHING THE EXACT INFORMATION

In section "222 Nature of Enquirers" mention was made of the different classes of visitors who stand in need of being served with the exact information and not merely being shown where it can be found. First there is the class termed "the absentee enquirer" who writes or phones for information. Then we have the experienced customers who don't have the time to help themselves and the casual stranger on whom it is not worth while spending any time in showing him the way of helping himself. In a business library the former group will be large (*vide* section 211); while public libraries will have experience of the latter. In all these cases the very circumstances indicate that the only form of service possible is that of furnishing the exact information.

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23231 Service by Post

When the enquirer is absent and not present even on the phone, the problem of getting him to enunciate his requirement in direct and exact terms becomes rather difficult. The reference staff do not get the help of the enquirer and has to use their own unaided judgment. In some cases, an intermediate reference by post may become necessary and, in extreme cases, even repeated correspondence.

But one compensating factor is that his case need not be attended to at the very moment. It can be taken up as pick-up work and gone into with calmness at leisure, provided it is remembered to dispose it off before the next mail. But even this advantage is lost when the requisition is brought by a messenger. For them the matter must be attended to immediately. In case of enquiry by post alternative information may have to be given to meet the different interpretations the question admits of. It is desirable to keep a record of the sources of information and of the person who located them as the enquirer is likely to write back for further elucidation.

23232 Service by Phone

When the enquiry comes by phone, the time problem becomes most acute. It is best to furnish the information immediately. This can be done if the question is a familiar definite one and does not involve anything more than looking up just one reference. From this point of view the location

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of the phone in relation to the reference shelf should be carefully settled. The phone should be at the enquiry desk and the reference shelf, handy within a few feet. In addition the oft-required ready reference books should be on the desk itself, so that the reference librarian can look them up without leaving his seat. Experience will show what books have to be so kept. They will vary with the library and even in the same library they will have to be re-formed from time to time.

It may happen that the information sought through the phone is not readily traceable. Then it is best to make sure that the enquirer has stated his problem correctly and ask him to ring up again after a stated interval. This request may create queer situations if the person at the other end of the wire is a difficult customer.

> "Your enquiry needs a reference to the stack-room. Kindly ring up half an hour hence."
>
> "Never heard the like of it. You should know every book you have in stock. Put me through to someone who knows his business."

Tact on the telephone is verily a rare virtue. We can only hope that a gradual dawning as to the working of a library will come in time to those darkened minds. And again, the antidote is not angry blustering but quiet, reasonable but firm frankness.

Apart from such petulance, the phone may also bring an omnibus question which requires the furnishing of a set of statistical figures or long

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passages going even beyond a page. They are not easily transmitted by wire. In such cases it will be an advantage to both parties, if a polite suggestion is made to the enquirer to call personally. Innocence and inexperience may be responsible for asking for such information by the phone. If so, the enquirer has only to be told and he would correct himself. But occasionally a wilful person may excuse himself saying that he finds it rather inconvenient to come all the way to the library. It shows utter lack of civic sense. In such cases, the reference staff should know how to be firm without being incivil. Sometimes, a phlegmatic enquirer may make a fuss and lodge a one-sided complaint with the authorities. Usually they know how to treat it. If they don't it is necessary to explain the difficulties of the situation as they may not realise them. That a customer should think that the men at the phone on the enquiry desk are capable of answering any question is extraordinary enough, but that he should expect a whole page or chapter or a stream of figures on tap is the height of nonsense.

"Hallo ! Who is the author of that beautiful poem on the *Mystery of death* ?"

"Is that the exact title ?"

"I am not sure. It is a well-known poem. It compares night and death."

"You don't know the author ?"

"That is the rub. I think that this author has written only this one poem. It contains a line like 'If light can deceive us why not life' " ?

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"Just hold on .... Thank God! I have tumbled on it."

"How nice! How did you manage it?"

"I first tried 'Familiar quotations,' Brewer, Benham, etc. But at last the *Cyclopaedia of English literature* not only gave the clue but has reproduced the poem *in extenso*."

"How lucky! Will you please read out so that I may make sure whether that is the right poem?"

A few lines are read.

"Yes...That is exactly what I want. Will you please begin again a little more slowly? I am taking it down."

"Please excuse me. I have already been held up for fifteen minutes. Many readers are waiting for my help."

"Look here! I am frightfully busy."

"I am sorry; it won't take you more than ten minutes to come over to the library."

The telephone was disconnected. Again it began to ring. The same fellow! It is again disconnected. Ten minutes later the telephone rings again. Another reference assistant attends to it.

"Please bring the *Cyclopaedia of English literature*, vol. 2."

"I am ready. Here it is."

"Please turn to Blanco White."

"Yes! He is the author of *Night and death*."

"Exactly, how quick you are! Will you please read it out for me. * * * You are too fast. I don't write short-hand."

The old scene repeats itself.

23233 SERVICE TO CALLERS

When the enquirer appears at the library in person and expects the whole tracing to be done by the staff and he is of a class that should be given that form of service, his personal co-operation can be had without difficulty at least at the first stage

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viz., correct and direct enunciation of the problem. But it is not easy to keep him restful when the information is traced. There are irritating people who demand instant attention and claim to have been waiting for half an hour whereas they had only been in the library for half a minute. A possible remedy is to give some engagement to such flighty enquirers. They may be taken to the shelf of recent additions if they are interested in books. In the case of some difficult enquirers it is wise to leave them in charge of the chief librarian himself or some other senior who can keep them engaged! This should not be regarded as waste of official time. For is it not part of the official duty of the librarian to keep a customer in good humour till correct service could be rendered to him? If, however, the enquirer is considerate and would agree to call later for the information the offer may be thankfully accepted. But there are some who will couple their offer with the condition that the information may be sent by post. It is desirable to avoid taking up such an obligation as the correspondence of the library should not be multiplied by the ready reference desk.

232331 Abundant Caution

Further, even in the case of this class of people, it is preferable that they should be made to read the information from the book with their own eyes. This will avoid the risk of their turning up later and complaining that they were *given* wrong information. Though there can be no question of legal

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responsibility if they connect any failure, loss or discomfiture of theirs with such wrong information, they may remember or be told that the information was perused with their own eyes or copied with their own hands. Though such cases may arise only occasionally, it is better that the reference staff accustom themselves to such a procedure by way of abundant caution.

233 ASSIMILATION

Oliver Wendell Holmes has described the man who had an astounding knowledge of every subject under the sun if its name began with any letter from A to M, but showed an equally remarkable ignorance of every subject which came in the cyclopaedias anywhere between N and Z. Whether such a being ever existed or not the findings of Jast's probing into his mind are significant. "His mind must resemble an ostrich's stomach, where, if my zoology is correct, everything swallowed, from a bully-beef tin to a Colt's revolver, is found in its original condition, mingled in an 'admired disorder' but not absorbed."[70] Similar will be the mental make up of the reference staff of a busy library unless provision is made for rumination, digestion and assimilation into the specific skill of reference service.

2331 INNER ASSIMILATION

Any skill improves by repetition. But the profoundness which practice secures for skill in reference service is remarkable. To a reference libra-

70. Jast (L. Stanley). *Libraries and living*. 1932. P. 154.

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rian who really enjoys his work every contact with an enquirer and pursuit of every new problem provide an additional opportunity for enrichment. It gives a delightful exercise to his flair. It invariably enhances his mastery over reference books. For the pursuit of a new problem may disclose potentialities which were unnoticed hitherto. How often does not a reference librarian hum to himself " Hallo, does this book contain this ! I had missed it all these days." Sometimes while pursuing a problem his eye casually falls upon some information which suddenly makes him say to himself : " What a pity ! That fat gentleman asked just for this the other day. But none of us could lay our fingers on it. I wonder if I can find out his address and inform him about it. How pleased he will be ! I hope it will not be too late."

2332 Nascent Awareness

A reference book cannot be read through. Hence however conscientious a reference librarian may be it is hardly possible to know all its nooks and corners by a formal study at the preparation stage. Absorption of its unusual features or the unexpected pieces of information scattered in it becomes far easier when a nascent awareness is stimulated and maintained at a high pitch by the thrill of grappling with a difficult problem in the presence of an expectant enquirer. A moment's experience or stay at this high level of energy can be far more productive in giving a masterful grasp of a reference book than hours or even days of a dull mechanical

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poring over its pages. While in such a state it happens that not only is the particular book on hand rendered transparent and illuminating but it even discloses its integral relation to several other reference books and delightfully lands us at an eminence which gives a clear and lasting view of past reference experiences in almost a prophetic inter-relation with what awaits in future. It is impossible to describe this supreme type of experience in full detail as it is so essentially conditioned by its concreteness with all its infinite shades of context which goes into our very being but gets distorted by any attempt at generalisation or abstraction. Every reference librarian should strive, invoking the full weight of his will, to realise this delightful state of contact with the readers and the books in his daily life.

2333 SHARING WITH COLLEAGUES

Another phase of assimilation is sharing with the brother members of the staff one's new discovery either of reference books or of particular enquirers or even of human nature in general. This does not mean that it becomes the reference staff to discuss the enquirers in a vein of waggishness. All that is meant is that it is helpful to inform all the colleagues about what has been sensed about their temperament, range of interest, capacity for self-help and, what is particularly profitable, the reciprocal help which the staff could get by serving certain well informed enquirers. Information of this kind will be of much value in making the future

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contacts with the enquirers easy, pleasurable and profitable to all concerned. Imagine the pleasant reaction which the enquirer will experience if at his next call at the library he is met by some other member of the staff with genuine familiarity and without once again being subjected to all the ordeal of first contact. A library is a human institution and every such human touch tones up its functioning.

Apart from this very desirable human side of the sharing of every experience with colleagues, there is also an economical side. The time and energy spent by one member of the reference staff in hunting up a difficult question should be made to yield a greater profit than that of merely serving that one new enquirer who prompted it. His finding should be made known to the other members if it is worth that. Further all new discoveries incidentally made out of the reference books used should also be passed on to the colleagues so that they may also benefit by them.

2334 Recording and Filing

Another mode of assimilation relates to elusive facts which are disentangled from unexpected sources under the stimulus of the enquirer's presence and which may easily be forgotten or be requisitioned only occasionally. Virtually they belong to long-range reference service but get spotted out by sheer chance in ready reference service. They need to be recorded and filed in the reference cabinet. The details of this process will be discussed in section

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405 which deals with the assimilation stage of long-range reference service.

2335 ASSIMILATION IN BOOK SELECTION

Again it is in the actual process of service that gaps in the reference collection of the library come to notice. They must be noted for later attention. At moments of respite from direct service to readers, the bibliographical resources should be rummaged and the correct materials that will fill up gaps should be selected and brought to the notice of the book selection section for further action.

2336 ASSIMILATION AND FUGITIVE MATERIALS

In business and school libraries as the interest of the enquirers shifts from time to time the early enquirers of the new type will be a warning to an alert reference staff that fugitive reference materials of a certain kind will soon be in demand. Then the best means of procuring them should be explored, and they should be got and brought to use expeditiously.

Most of the modes of assimilation point to the need for frequent consultation among the reference staff and deliberation at the monthly meetings of the staff council. It is such clearance meetings[71] that will keep a library ever resonating with the pulse of the patrons and justifying its existence by the fulfilment of the Laws of Library Science.

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71. Ranganathan (S.R.). *Library administration*. 1934. (Madras Library Association, publication series, 4). Chapter 93 and Ranganathan (S.R.). *Five laws of library science*. 1931. (Madras Library Association, publication series, 2). Pp. 410-411.

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PART 3

LONG RANGE REFERENCE SERVICE

CHAPTER 31

WHAT ?

311 Time factor.

312 Materials used.

3121 From the point of view of the place of location. 3122 Kind of materials. 3123 New developments in organisation.

313 Kinds of information.

3131 Opinion and points of view. 3132 Too recent or too out of the way. 3133 Out of fashion. 3134 Too many facets. 3135 The linguistic hurdle.

CHAPTER 32

WHY ?

321 Time factor.

3211 Time-factor in research libraries. 3212 Time factor in industrial libraries. 3213 Time factor in public libraries.

322 Materials.

3221 Overwhelming quantity of books. 3222 Overwhelming quantity of periodicals.

323 Telescoping of information.

324 Idiosyncrasies in abstracting periodicals.

325 Linguistic reasons.

CHAPTER 33

HOW ?

331 Preliminary preparation.

332 Sources.

3321 Unprinted sources. 3322 Newspapers as sources.

333 Gathering.

3331 Shelf study. 3332 Wave-front of knowledge. 3333 Secondary wave-front. 3334 Research consultants. 3335 Documentation centres. 33351 National (special) centres.

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33352 National (general) centres. 33354 International federation for documentation. 333541 Directories. 33355 Merchants of light.

334 Clientele.

3341 Passive clientele.

CHAPTER 34

ILLUSTRATIVE ACTUALITIES

3401 Enunciation of the problem. 3402 Routeing. 3403 Close touch with the enquirer. 3404 Record of the sources. 3405 Assimilation.

341 Uses of the Palmyra. 342 Pre-Columbian Hindu colonisation of America. 343 Pamban bridge. 344 The devil worship of the Tuluvas. 345 Shadow plays. 346 Kra canal scheme.

CHAPTER 35

FIND ME OUT

351 54 facts found for enquirers during one month.

352 108 facts to find.

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CHAPTER 31

WHAT ?

While long-range reference service will not be totally absent in any type of library, it is a special feature of research libraries like those of learned bodies, universities, and industrial and business houses. The boundary line between ready reference service and long-range reference service may be indefinite and elusive. But it is not difficult to recognise their distinguishing features if we catch them at phases which are sufficiently far from their point of transition from one to the other. The two types of reference service differ in the time involved, the materials used and the nature of the information sought.

311 Time Factor

As the very name implies there can be no question of giving immediate satisfaction in long-range reference service. No doubt, information collected for one reader by prolonged investigation may be recorded for future use and served to later enquirers at a moment's notice. But then it has ceased to be long-range reference service. (*Vide* examples in section 223 of chapter 22). In business libraries, long-range reference service may have to be rushed through, as time is an important economic factor with them. But even there, when

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compared with their time-standard for ready reference service, long-range reference service is allowed an appreciably longer time. It may be difficult to answer the question "What is the minimum duration of search that will make reference service long-range?" At any rate a sharp answer is not possible. We can only say that most ready reference questions are solved in a few minutes while some take longer time but seldom more than half-an-hour. Similarly, it may be added that few long-range reference questions take less than half-an-hour while some take a whole day and even weeks.

312 MATERIALS USED

3121 FROM THE POINT OF VIEW OF THE PLACE OF LOCATION

We get better light on the what of long-range reference service by looking at it from the angle of materials used. In ready reference service the field for search is usually confined to ready reference books—dictionaries, directories, encyclopaedias, year-books, calendars, who's whos and the like. But if the search does not end but only gets started with them and has to be continued beyond them into ordinary books, pamphlets, and periodicals, it becomes long-range reference service. The search may have to be carried beyond the walls of the library into the resources of other local libraries. If even this does not give satisfaction, libraries in other parts of the country and in extreme cases even libraries in the other parts of the world may have

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to be pressed into service. (*Vide* sections 341 and 342 of chapter 34.)

3122 KINDS OF MATERIALS

Long-range reference service differs from ready reference service not only in the place wherefrom the materials may have to be got but also in the kind of materials put to use. The use of ordinary books and periodicals has been already mentioned. The search may have to extend also into the archives, local, national or international, and, as far as available, consultation even of the current files of offices and business houses. In extreme cases long-range reference service may take us even beyond all recorded sources and make a search into the brains of living persons a necessity.

A few days ago a call came from an international spiritual centre to find out the exact location of the passage "Brahma satyam jaganmithya." The *advaitic* ring in the passage made us think of Sankara. But Sankara's works occupy twenty volumes. Surely this is a problem where we look to the reference apparatus for the solution. The catalogue and classification cannot be of any help. But no collected edition of Sankara's works has been provided with an index. Need it be said that there is no independent concordance either? But how could the reference staff dare to turn down this inquiry when it is certain that the answer is surely somewhere on the shelves of the library. Will not the curse of the Second Law[72] (Every reader His Book) and the Third Law[72] (Every Book Its Reader) be on their head if they did so? We were in a tight corner and were cursing the reference apparatus that would

72. Ranganathan, (S. R.). *Five laws of library science*, 1931. (Madras Library Association, publication series, 2). Chapters 2-4 and 5.

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not come into existence. Fortunately at this moment there stepped into the library a walking concordance to Indological literature—Sri T. Sundarachariar of Shiyali. He picked out the passage in a moment. It occurred as the first quarter of the twentieth and last substantive verse of the minor lyric *Brahmajnanavalimala*. The honour of the library was redeemed and a most creative reader was served. Thus what would have been a ready reference service if the production of reference books had reached western standards turned out to be a long range reference service in which a search into the brains of a living person became a necessity ![73]

2. A member of the research staff got stuck up at the term 'Bardan' carriers. No dictionary or any other kind of reference book was of any avail. The reader mentioned that the term occurred in relation to labour in the province of Bombay. This made the library start local inquiry in the Bombay area. One of the brother librarians working in that province furnished information as follows: Bardan was an English-Marathi jargon for burden. The term "Bardan-carrier" had become the specific name for labour in the cotton trade of Bombay. Thus long range reference service had to go beyond books and land itself in local inquiries.

3. Here is a third example. *Bhagavata mela nataka* is a school of dance developed in the courts of the kings of Tanjore. The recent revival in Indian dance has stimulated a large volume of inquiry for dance literature. But the *Bhagavata mela nataka* school has not yet been recorded in print though there are just a few manuscripts in the possession of some private individuals. But it turned out that the most satisfac-

73. Sundaram (C.). *Reference service in Indology* in the *Memoirs* of the Madras Library Association. 1940. Pp. 37-38.

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tory form of long range reference service in this respect was to establish contact between the inquirer and the individual custodians of tradition found scattered in the neighbourhood of Tanjore and in particular in the villages of Melattur, Sulamangalam and Uttukadu. It is claimed that Bharatam Nallur Narayanaswami Ayyar is the outstanding living exponent of the art.[74]

3123 NEW DEVELOPMENTS IN ORGANISATION

In modern libraries of all kinds the Third Law " Every Reader His or Her Book "[75] even takes the form " Every Reader His or Her Information " and reigns supreme. It is true that the library world has not completed refitting itself to meet this new demand of the Third Law. But the reorganisation is making rapid progress. Some of the new apparatuses and concepts that are being forged are union catalogue, regional library system, National Central Library, International Library Centre, Research Consultants and so on. The way in which these are brought into service will be illustrated by the examples given in chapter ' 34 Illustrative Actualities.'

313 KINDS OF INFORMATION

Any given piece of information will fall in the category of ready reference service or that of long range-reference service according as it is found incorporated in a reference book or not. If it is it can be readily located. Otherwise, prolonged search will become necessary.

74. *Journal of the Indian society of oriental art*. V. 5. 1937. P. 168.

75. Ranganathan (S.R.). *Five laws of library science*. 1931. (Madras Library Association, publication series, 2). Chapter 3.

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Indiana is very poor in reference books. Hence many problems which would figure as ready reference questions elsewhere need to be dealt with in India as long range ones. Let us illustrate :

In India we have few comprehensive biographical dictionaries, nor encyclopaedias nor indexes to periodicals. America and many European countries have many reference books of that kind. Japan and South Africa are also making headway in this matter. Ready reference books of this kind have been discussed in part 2. Indexes to national periodicals will be studied in part 4. Part 5 gives of course a fairly long illustrative list of such materials. The following examples will show what a great strain is put on the reference staff in Indian libraries by the absence of ready reference books and the consequent conversion of what should normally be ready reference service into an involved and elongated long-range investigation.

1. Appaya Dikshita was a versatile and profuse Indian writer. He was a contemporary of Edmund Spenser. But there is no reference book which gives any information about his life. When a reader seeks information about him the only course is to examine every modern edition of his numerous works and commentaries for the off chance of finding a biographical introduction or remark in any of them. Here are a few editions which offer such help :

(1) Vedanta Desika *Yadavabhyudaya with a commentary* by Appaya Dikshita. V. 2. (Vani Vilas Sanskrit Series, 4), contains a biography of Appaya Dikshita by A. V. Gopalachari : Pp. i-xxxii of the introduction.

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(2) Appaya Dikshita *Sivadwaita nirnaya* ed. by S. S. Suryanarayana Sastri gives about eight pages of biographical information and eight more pages of bibliography. This book leads to item 1 given above and to the following sources :

Appaya Dikshita's age by Y. Mahalinga Sastri in the *Journal of oriental research.* V. 2. Pp. 225-237 ;

Age and life of Appaya Dikshita by Y. Mahalinga Sastri in the *Journal of oriental research.* V. 3. Pp. 140-160 ; and

Appaya Dikshita in the *Siddhanta dipika.* Vol. 4. P. 261.

It is only by long-range reference service that such sources can be spotted out and the needed information unearthed from them.

2. To illustrate the difficulties caused by the absence of an Indian encyclopaedia let us consider how the reference staff met a demand for information on "Journalism in India." In the process of acquainting themselves with the wave-front of knowledge as laid down in section 3332 of this part they had noted that part 2 of the *Annals* of the American Academy of Political and Social Sciences, Philadelphia, for 1929 was a symposium on India. A perusal of this volume disclosed two articles on journalism ; Ramananda Chatterjee's *Origin and growth of journalism among Indians* (Pp. 161-168) and A. H. Watson's *Origin and growth of journalism among Europeans* (Pp. 169-174).

Another unexpected source which was located after prolonged search was K. Subba Rao's *Revived memories,* (1933) and an article by K. P. Visvanatha Ayyar in the *Madras tercentenary volume.* One of the readers who was helped with these materials brought to the notice of the library at a later date the following title exclusively devoted to the subject : S. P. Tyagarajan : *History of Indian journalism.*

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All this is so chancy. If the subject sought be journalism in America or Europe it could be successfully and readily dealt with as a ready reference question with the aid of the encyclopaedias of the appropriate countries.

The volumes of *Essay index* and similar national or linguistic bibliographies bring to the category of ready reference service furnishing of information on the nascent thought in different nations. But the absence of any similar bibliographical aid in India swells the category of long range reference service.

A reader sought to know what had been recently written on the women poets of India. Several hours of search were necessary to locate the following information :

(1) M. Krishnamachariar. *History of classical sanskrit literature*. 1937. Pp. 391-397. *Poetesses* ;

(2) Haranchandra Chakladar. *Early Indian poetesses* in *Sir Asutosh Memorial Volume*. 1926-28. Part 2. Pp. 65-74 ;

(3) V. Raghavan. *Sanskrit and Prakrit poetesses* in the *Quarterly journal* of the Mythic Society. V. 25. Pp. 49-74 ; V. 26. Pp. 137-138 and V. 27. Pp. 279-290 ;

(4) U. V. Swaminatha Ayyar. *Sangattamizhum Pirkalattamizhum*. 1929. Pp. 79-88 and

(5) K. Raghavacharyulu. *Some South Indian poetesses* in the *Quarterly journal* of the Mythic Society. V. 26. Pp. 41-48.

3131 OPINION AND POINTS OF VIEW

Apart from this, long-range reference service brings within its purview many types of information

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which cannot form fit subjects for ready reference service. Roughly speaking, the range of ready reference service is confined to the finding of facts. But the range of long-range reference service includes not only facts that cannot be readily found but also other categories of information. Exposition of a problem from a particular point of view may be sought. Obviously there can be few ready reference books to help us in its location. Search into ordinary books is the only way of getting at it. Or opinions of a particular shade may be sought. They too can be found only by turning through the pages of ordinary books.

Examples :

1. Information on the problem of ' Safety first ' from the point of view of education was sought. There was no article on the subject in the *Encyclopaedia Britannica*. The *Cyclopaedia of education* too did not mention the subject. The *Encyclopaedia of social sciences* had an article entitled " Safety movement." But it dealt with hazard to workers, factory legislation, insurance laws, etc., *i.e.*, from the industrial point of view. As the inquirer was pursuing the subject from the educational point of view it was of no use. The only recourse left to the reference staff was to examine the books in the class ' Education.' After some laborious search the reference librarian located a fairly full account of the subject in Chapter 18 of *An introduction to education and teaching process* (1931) of Jessie E. Adams and William S. Taylor. The bibliography at the end of the Chapter lead him to the *Twenty-fifth year book* (1926) of the National Society for the Study of Education. It turned out to be a fairly exhaustive symposium on safety education. The odds would

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have been very much against the reader locating this symposium if left unaided by the reference staff.

2. Another example was in connection with finding reading materials on opinions in favour of "Language as a factor in nationalism." No ready reference book was of any help. It was only a prolonged search that disclosed the following books which contain opinions of the kind sought.

i. Shenton (H. N.). *Cosmopolitan conversation: language problems of international conferences.* 1933.

ii. Jespersen (Otto). *Mankind, nation and individual from a linguistic point of view.* 1925.

iii. Marvin (F.S.). *Western races and the world.* 1922. Chapter II. *Language as a link* by J. A. Smith.

iv. Ruyssen (Theodore). *What is nationality.* (*International conciliation,* March 1917).

v. Boaz (Franz). *Race and nationality.* (*International conciliation,* January 1915).

3. The imagined or real conflict between reason and religious experience and between science and religion is a topic on which there is a perennial demand for opinions of different shades; and yet its nature is such that the opinions could not get recorded in ready reference books. Modernism has to be ever modern. Every advancement in science demands a re-examination of the problem and gives rise to new shades of opinion. Hence this topic falls pre-eminently in the sphere of long-range reference service. It is the business of the long reference librarian to turn his thoughts to this problem during the hours of shelf study and build up and maintain a balanced bibliography to serve inquirers. Here is such an illustrative select bibliography:

i. Macmurray (John). *Reason and emotion.* 1936. Pp. 171-212. *Science and religion.*

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ii. Brown (William Adams). *The life of prayer in a world of science.* 1931.

iii. Inge (W.R.). *Science and ultimate truth.* 1926.

iv. Whitehead (A.N.). *Science and the modern world.* 1926.

v. Macfie (Ronald Campbell). *Science rediscovers God or the theodicy of science.* 1931.

vi. Streeter (B.H.). *Reality : a new correlation of science and religion.* 1926.

vii Cross (F. Lestre). *Religion and the reign of science.* 1930.

viii Boodin (John Elof). *God and creation : God, a cosmic philosophy of religion.* 1934.

ix. Barnes (Ernest William). *Scientific theory and religion, the world described by science and its spiritual interpretation.* 1933.

x. Price (George McCready). *Modern discoveries which help us to believe.* 1934.

xi. Eagle (Albert). *The philosophy of religion versus the philosophy of science.* 1935.

xii. Simpson (James Young). *The garment of the living God : studies in the relations of science and religion.* 1934.

3132 TOO RECENT OR TOO OUT OF THE WAY

In research libraries information about developments and discoveries too recent for inclusion in reference books may have to be located. This will involve a prolonged and systematic search through files of periodicals. Or again the information sought may be of so specialised a nature and in demand only from so few that makers of ready reference books do not find it worth while to have it explored and incorporated in their publications. It may be hidden all the same in some periodicals. It is the business of long-range reference service to bring it to light.

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Examples :

1. Stratosphere flight is a topic of recent origin. The *Encyclopaedia Britannica* has no article on it. The index refers only to a passing mention of the topic in the articles on *Atmosphere* and *Teisserenc de Bost* (*Leon Philippe*) Chambers's *Encyclopaedia* makes no mention of the word. The *Encyclopaedia book of the year* (1938) gives two columns to the subject and mentions that Adam broke the record in June 1937. Whitaker's *Almanack* for 1939 devotes six columns to the subject but they are all purely historical. For a descriptive account which alone the reader wanted the probable books and periodicals had to be looked into.

First (Dorothy) *Exploring the upper atmosphere* (1934), which was the only book available in the library, did not give full satisfaction to the reader. Hence periodicals had to be looked into. With the aid of the *Index* to the *National geographic magazine* the following sumptuous articles which gave full satisfaction to the reader were located.

i. *Ballooning in the stratosphere : two balloon ascents to ten-mile altitudes presage new mode of aerial travel* by Auguste Piccard. V. 63. Pp. 353-384.

ii. *Exploring the earth's stratosphere : the holder of the American altitude record describes his experiences in reaching the "ceiling" of his plane at an elevation of nearly eight miles* by Lieut. John A. Macready. 1926. V. 50. Pp. 755-756.

iii. *Exploring the stratosphere* by Capt. Albert W. Stevens. 1934. V. 66. Pp. 397-434.

iv. *Man's farthest aloft rising to 13.71 miles, the National Geographic Society—U. S. Army stratosphere expedition gathers scientific data at record altitude* by Capt. A. W. Stevens. 1936. V. 69. Pp. 59-94.

v. *Scientific results of the world record stratosphere flight* by Capt. A. W. Stevens. 1936. V. 69. Pp. 693-712.

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2. Glass fibre is another topic of recent origin. The first enquiry came from an orthopaedic surgeon. The *Encyclopaedia Britannica* gave only a short article of ten lines under the heading *Glass cloth* without any bibliography. The *Encyclopaedia Britannica book of the year* (1938) disposed of the subject by adding six lines towards the end of the article in *Clothing industry* without any attempt at bibliography. The 1939 volume of the same work of reference just gave a small paragraph under *Applied chemistry* but it gave reference to two general books on chemistry which unfortunately were not available in the library. This proved that the topic was too recent for any adequate treatment in standard reference books and too recent also to be found generally in all standard treatises. Pursuit of this subject involved a rapid search into each of the recent volumes of the *Industrial and engineering chemistry*—too recent to be covered by the published cumulative indexes. Volume 30 belonging to 1938 had an informing article of four pages entitled *Fibre glass : mechanical development*. This long-range reference service started the inquirer on his line of pursuit.

3. Hydroponics is a term that baffled the reader and the reference librarian alike. Dictionaries gave but little clue. What could it mean ? The inquirer had heard the word casually and even the spelling was not definite. A short article in the *Encyclopaedia book of the year* (1939) mentioned it as a recent technique in crop production first conceived in 1927 and applied to floral production in 1934 and to vegetable production in 1935. But this article did not give details. However the following three references started the inquirer as well as the reference librarian on an adventure of further exploration.

i. *American journal of botany*. 1929. V. 16. P. 682: *Agriculture—means of crop production.*

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ii. *Science.* 1937. V. 85. Pp. 177-178. *Hydroponics—crop-production in liquid culture media.* 1938. V. 88. Pp. 568-569. *What is soil.*

iii. *Nature.* 1938. V. 141. Pp. 536-540. *Crop production without soil.*

4. Mitogenetic radiation is a recent biological development which has not yet found a place in any reference book. The etymological make up of the term is itself an evidence of its recency. This problem had to be pursued as one of long-range reference at the instance of the classifier himself. The following two books occasioned the inquiry :—

i. Guruwitsch (A.). *Die mitogenetische Strahlung.* 1932.

ii. Hollander (A.). and Clans (W.D.). *An experimental study of the problem of mitogenetic radiation.* 1937. (Bulletin of the National Research Council U.S.A., 100).

This new subject had to be provided with a new class number so as to satisfy the demands of the principle of individuation. The composite nature of the Colon Classification in use implied an assurance that such an individuating class number could be constructed. But it demanded as a pre-requisite a fairly accurate knowledge of the subject in terms of fundamental concepts. For this the reference staff had to feed the classifier with as much literature on the subject as could be found in the library. This meant a most arduous though interesting search of a long range nature. A start was made with the *Biological abstracts* and the references under ' mitogenetic rays ' ultimately led the classifier to arrive at the most appropriate placing of the books in question by the creation of the correct composite class number for the topic.

5. Molecular rays is another topic of recent origin where the classifier himself had to initiate long range reference

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service. The term describes a curious state of matter the concept of which originated with the brilliant pioneer work of Dunoyer published in *Le radium* in 1911. Details of the pursuit of this recent subject by the classifier are given elsewhere.[76]

3133 Out of Fashion

It sometimes happens that certain types of information have gone entirely out of fashion. Hence they may not find a place in current reference books. The reference cabinet may have been cleared of all traces of them. Even the memory of the reference staff might have completely wiped them off. But all the same they may be lying unheeded in long forgotten reference books of past years or in the dusty tomes of the books and periodicals closely packed in the tertiary sequence[77] or sent away to the distant dormitory collection. But when an occasional demand for them comes from a research worker they should be exhumed. This, it can be easily realised, would involve a prolonged search.

An ordinary example of long range service was afforded when an inquirer asked for information about Regiomontanus, a German astronomer of the fifteenth century. The current edition of the *Encyclopaedia* gave only half a column of information. This was too meagre for the inquirer. The long-range reference librarian had to go far beyond all recent reference books and bring out from the tertiary sequence the

76. Ranganathan (S.R.). *Prolegomena to library classification*. 1936. (Madras Library Association, publication series, 6). P. 132.

77. Ranganathan (S.R.). *Library administration*. 1935. (Madras Library Association, publication series, 5). Pp. 359 and 367.

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English cyclopaedia of 1857 and the *Penny cyclopaedia* of 1841.

3134 TOO MANY FACETS

Another form that long-range reference service may take is that of assembling together parts of an information that may lie scattered in books classed in different subjects. No doubt the information that requires such an assemblage of parts will be a complex one. Indeed we can say that complexity of information is another factor which distinguishes long-range reference service from ready reference service. Invariably the latter is concerned only with the location of simple information. Whenever the information sought presents several facets all of which should be located and brought together if the enquirer is to get a complete and reliable picture of the information he seeks, it becomes long-range reference service.

Example :

An enquiry about pre-Columbian America involved search for materials in several classes according to the many facets presented by the subject. Worthwhile materials were ultimately traced for the enquirer among the books belonging to the classes: astronomy, smithy, carpentry, fine arts in general, architecture, engraving, pottery, music, linguistics, Buddhism, geography, travels, world history, American history, archaeology, inscriptions and anthropology.

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3135 THE LINGUISTIC HURDLE

A still another form that long-range reference service may assume is that of helping the enquirer to get his facts or information from books and periodicals which speak a language unknown to him. The inclusion of this kind of translation service in the obligations of library staff may appear far-fetched. But in libraries maintained by industrial and commercial concerns, it is certainly not foreign to the purpose for which they are established. Even in libraries of research institutes like the Indian Institute of Science, Bangalore, this function of the library staff has been for long considered prepotent. Indeed while recruiting their librarian some years ago, the authorities of the institute preferred proficiency in a multitude of foreign languages to a knowledge of library technique though this would not receive the approval of the library profession. Even in other types of libraries which do not have any flavour of such quasi-private ownership, the provision of long-range reference staff to help the readers to cross the linguistic hurdle is slowly being recognised as a proper step though with some hesitation as is evidenced by the tendency to make a small charge for this extreme form of reference service.

Some may regard this as merely a speculation ; but we were greatly reassured by an occurrence this morning (21-11-39). As we reached the library after wording the above paragraph, the foreign mail which had been considerably delayed by the

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menace of the German submarine brought the usual bag of scientific periodicals. The first periodical picked up happened to be the issue of *Science* of the 6th October. On opening its contents-page the title *Literature service for chemists*[78] attracted our attention. We extract it fully in support of the aspect of long-range reference service under consideration. (Italics are ours).

"Beginning in October 1 the Hooker Scientific Library, Fayette, Missouri, inaugurated a new literature service for chemists. Dr. Julian F. Smith is leaving the du Pont Company, where he has been doing chemical literature work, to become associate director of the 'Friends of the Hooker Scientific Library,' of which Dr. Neil E. Gordon is director.

"Through Dr. Smith the library will offer translations and literature searches, backed by facilities for providing filmstat or photostat copies of any matter in the more than twenty thousand volumes comprising the collection. To his chemical education (B. S., Illinois 1916 ; M. S., California 1920 ; Ph. D., Chicago 1922) and his long experience in chemical literature work Dr. Smith adds linguistic skill acquired by years of practice in translating from German, French, Spanish, Italian, Portuguese, Dutch, Scandinavian, Polish and Russian.

"The combination of a specialist in technical literature and one of the most comprehensive chemical libraries ever assembled is unique in chemical *reference service*. It offers an unprecedented opportunity to all chemists to have technical literature or patents clearly and accurately translated by a chemist, and *to have the*

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78. *Science.* V. 90. 1939. P. 330.

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literature on any problem skilfully combed by an experienced searcher who is not hampered by language barriers.

"The Hooker Scientific Library will render these services at cost (on a self-supporting but not a profit basis) to members of the 'Friends of the Hooker Scientific Library.' The minimum fee for an individual life membership is $ 10; for a permanent corporation or institutional membership, $ 100. All who are interested are invited to write to Dr. Neil E. Gordon, Central College, Fayette, Missouri."

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CHAPTER 32

WHY ?

In the last chapter we examined the wide field covered by long-range reference service. It is obvious that such variety of service should imply a staff with high qualifications. Indeed long-range reference service requires a twofold qualification. The members of the reference staff should be not only proficient in library science, but they should also have done some research work. All this should mean a high salary level. Is it necessary to spend so much on long-range reference service? All the Laws of Library Science unanimously say 'yes.' There is first the simple advocacy of the Fourth Law based on its slogan " Save the Time of the Reader." The Second Law is no less insistent on grounds of its own. It would plead that " How to Use a Library " is by no means a simple matter. When an involved question has to be tackled the difficulty sometimes becomes so acute that the search is given up in despair. Even experienced research workers betray that they cannot think where to look ; and their gratitude is sometimes quite pathetic when a reference is found in two minutes which would have taken them as many hours to discover. Their feeling of helplessness is reflected in their general attitude. They make up their minds that libraries

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are mysterious institutions in which they feel like babes in a wood of dusty tomes and dismal shelving. They wander down gangways appalled by the thousands of books. Moreover, occasionally, a kind of fear possesses them. They make a few more fevered attempts to hunt down their quarry, fail and leave the library in despair. Further the elucidation of the various types of long-range reference service given in the last chapter contains in an implicit form several other answers to the why of long-range reference service. We shall now seek to make them explicit.

321 TIME FACTOR

Even the enquirer, who thinks that he can, if he had the time, find out and elicit from the mute books the secrets which they keep hidden under a camouflage of similar and inexpressive faces, will be glad if his time is saved by a competent reference staff. This dependence on reference staff on grounds of inadequacy of time to help oneself is not always a pretension. It may be genuine, if the enquirer is engaged in serious study. In the case of a person who is engaged in the extension of the boundaries of knowledge, the reference staff ought to share the work with him. They should release for him the time he would otherwise have to spend in searching for the information required for the furtherance of his work. Unfortunately the past has bequeathed to us a misleading tradition, in the relation of such an enquirer with the library staff. It militates against the rapid and healthy development of an

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economic sharing of labour. The research worker has a tendency to equate the library staff with the laboratory attenders—a useful set of subnormals whose business is simply to fetch the book they are asked to bring. He insists that it is enough if they can read the backs of books. When a classified arrangement of books is suggested to him, he often says it will mean his taking out the book himself, the implication being that the library staff—rather the library attender as he would put it—cannot know the inside and the mutual relation of books. He does not realise that his valuable time will be saved for his specific research if the search for the printed or written information be left in the hands of capable librarians who understand the intricacies of his subject and, by constant practice and specialisation, even better than himself. He does not realise that the vast quantity of information germane to his investigations appearing in such rapid succession in the periodicals can be sifted and digested to suit his specific point of view only by a reference staff whose learning is comparable to his. Either he wastes his own time in doing it or goes without the benefit of such a digest. If the human resources of a community are to be put to the most economic use there should be a definite division of labour at this point. That is what has been discovered after a long experience of trial and error. Every research organisation and every business organisation are known to become more efficient if the research staff or the business section are made to share their work with a competent

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reference staff of equal status—status is mentioned because the work will not be otherwise shared profitably or even heartily. This adds to the genuine research time of the organisation to a remarkable degree.

3211 Time-factor in Research Libraries

Here is a confirmation of this sentiment :

> "In future the functions of 'searcher' and 'researcher' will become more distinct. The qualifications demanded of them are also in many respects distinct; accuracy is, of course, vital to both, but the 'searcher' need not possess the very high scientific ability that is required in a first-class research man ; and in view of the over-loading of learning, the latter needs to be relieved of the burden of acquiring foreign tongues and spending on spade-work time that he could much more profitably devote to his researches."[79]

3212 Time-factor in Industrial Libraries

No one who is closely in touch with the development of industrial research by the state and by private enterprise will fail to realise that bringing the existing knowledge to proper use is of equal, if not temporarily greater, practical importance than the extension of knowledge itself.

3213 Time-factor in Public Libraries

The same is true even in a public library. The general public will become more efficient in their varied occupations including the necessary occupation of domestic economy, if their time could be

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79. Association of Special Libraries and Information Bureaux. *Report of proceedings of the fifth conference*. 1928. P. 37.

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saved by a reference staff who can keep them continuously better informed in their respective fields of interest by long-range reference service. Surely at least the national library of each community, which is the clearing house of information, should save the time of the community by the offer of adequate long-range reference service.

322 MATERIALS

3221 OVERWHELMING QUANTITY OF BOOKS

It is 175 years since Dr. Johnson wrote " It is indeed culpable to load libraries with superfluous books." Since then at least ten million separate works have been added to the world's collection and it will not take fifty years to make another ten millions ; for, the present rate of book production in the world is 235,000. One may wonder what Dr. Johnson would say if he were asked to indicate the superfluous books. Probably he would not have difficulty in deciding on the destruction of a good deal of modern fiction. But when it came to works which purport to contain useful information even Dr. Johnson might have doubted as to his own judgment.

We must make up our minds that the volume of recorded knowledge will continue to swell at an overwhelming rate and address ourselves more eagerly than the past to put them to better use. Yes. We are suffering from a terrific accumulation of the materials and instruments of knowledge. No savant however eminent can now afford to say " What I don't know is not knowledge." Long-

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range reference service is necessary to make the vast stores of information available to those who need them and can put them to active use. Otherwise our potentially great plenty will be nothing but a mockery.

3222 Overwhelming Quantity of Periodicals

The need for reference service becomes even more pressing when we turn to periodical literature. Excluding patent specifications between a million and a million and a half scientific and technical papers are published each year. They get published in about 20,000 scientific periodicals. The periodical is the most dreadful and insidious form of print ever invented. If we are induced to subscribe for one year we feel we must go on. An incomplete or broken set is revolting to all the best feelings of the true librarian. The reason for the increase of periodicals is the enormous increase in numbers of research workers all over the world. At present every one of them feels, if he wishes to get on in life, that he must publish at least one paper a year. Enthusiastic heads of departments feel that they must grind out papers corresponding in number to the size of the department. Most of them in conformity with university regulations publish the students' exercises that gained research degrees. Some publish almost all of their notebooks !

Of course the periodicals may not be much read. Particular papers may be simply noted for possible future use. One or two only may be read. But

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they cannot be ignored. Even to know that there is nothing worth knowing in a particular issue of a periodical it has to be perused and sized up. Yes. For the expert and the research worker this is the age of periodicals.

He can no longer depend merely on the facts, data, news and views being put forward in his own country. Information is essentially a world-wide product. And he is required to know, not merely what is said and done in his country, but what is done and said throughout the world. This makes the quantity of materials falling within the purview of any worker quite enormous. For example there are perhaps a million volumes which can properly take their place in an agricultural library either as basic material or as necessary material on allied sciences. The two largest agricultural libraries in the world—that in the Department of Agriculture in the United States with about 200,000 volumes and of the International Institute of Agriculture at Rome with about 320,000 volumes—contain only a small fraction of what exists in print. Thus the literature is so overwhelming in quantity that any expert is in need of sharing the work of searching for information with an expert long-range reference librarian.

323 TELESCOPING OF INFORMATION

Again the various branches of sciences and technology on the one hand and the social sciences and the humanities on the other are becoming more and more dependent upon one another. Develop-

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ment in one field has immediate repurcussions in others which formerly pursued a distinct path. Witness for example the intimate relations between development in acoustics, electricity and optics in connection with recent technical applications such as broadcasting, wireless, talkies, etc. The radio has even affected the dramatist. The radio play-wright is obliged to invent new techniques as his audience is denied ocular aids. He has to produce all the necessary effect only through the aural sense. Such interdependence of the sciences and other fields of knowledge gives rise to increased difficulties in tracing information in printed materials, the contents of many of which may be of considerable interest if not of importance to more than one field of thought.

Let us take an example from another place. Let us consider the rubber industry. How many are the sciences involved ! In the cultivation of the rubber tree the botanists and the mycologists are perhaps of great importance. The subsequent stages of manufacture demand the specialist knowledge of the chemist, the physicist and the engineer. In addition the business side calls for expert statisticians, accountants and industrial economists. Needless to say many countries are interested in this great industry and information is printed in most of the principal languages of the world.

Let us take another example. The weather reports were used by a bank to determine the basis on which a loan to a firm in one of the Southern States of America could be granted. The firm's

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ability to pay depended upon the cotton crop. The cotton crop depended upon the boll-weevil. It was known that the boll-weevil propagates under certain weather conditions. Therefore, the study of weather reports can forecast the cotton crop !

How true are the words of Francis Thompson[80]

All things by immortal power
Near or far
Hiddenly
To each other linked are,
That thou canst not stir a flower
Without troubling of a star.

And so the bank was obliged to get information from weather reports through the long-range reference librarian.

It is not yet widely realised that the reference librarians can do much for the advancement of science, industry and learning. For it is not yet fully realised how they may do their share of original thinking. Till recent times library service to readers had been largely passive. Organised reference service of an active type is still only in its infancy. Only latterly have librarians learned that their duties do not end merely in storing and cataloguing information and literature and their most important successes are to be achieved by an active policy whereby their information and literature are brought to the notice of those who need them. If sufficient effort is exerted by the profession and the public, long-range reference service should develop greatly in the next few years. The

80. Thompson (Francis). *The mistress of vision.* Stanza 21.

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present-day prejudice will disappear. Scientists and authors will begin to realise that the man in the library can be of great service to them. The advanced workers will no longer look down on their colleagues who work in the library. They will realise how much relevant information can be revealed in a remarkably short time by a man who spends his life amidst books. As this realisation matures long-range reference service will form the most vital and the most considerable part of the work in all important libraries.

324 IDIOSYNCRASIES IN ABSTRACTING PERIODICALS

There is yet another reason for long-range reference service. The volume of scientific and research literature published throughout the world at the present time is so large that it is obviously impossible for any individual worker to read all the publications which relate even to his own particular branch of activity much less to keep abreast of general progress by direct reading. Scientific abstracting has been invented to overcome this difficulty as far as possible. The abstracting periodical itself publishes no original work but only abstracts what appears in other periodicals and sometimes even books. The total number of such abstracting periodicals now current is about 300. They contain about 750,000 references but if duplicate references are ignored they refer only to 280,000 different papers and it has been estimated that only a third of the scientific papers are now

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being indexed by the abstracting periodicals and that two-thirds are missed altogether.

That is not the only trouble. The abstracting periodicals leave much to be desired from a variety of other points of view. Unfortunately there is little co-ordination in their undertakings to-day. The systems of classification adopted by them so vary that it is impossible either to amalgamate the various entries into a single index or switch on from one abstracting periodical to another. This variation from one periodical to another is so haphazard that many a worker fails to get full use unless he is helped on every occasion by a specialist reference librarian.

On account of the large number of combinations of words that may be selected as the basis of an alphabetical index, the arrangement of the index part of the abstracting periodicals presents all the vagaries mentioned in chapter 22 in even a more pronounced degree. Owing to the mass of synonyms available, articles of essentially similar contents lie hopelessly scattered under a series of headings, which even an elaborate system of cross references can hardly correlate unless a living man who specialises in understanding their vagaries helps the enquirer.

325 LINGUISTIC REASONS

Before the last war practically all the important learned bodies published their periodical publications in English, French, German or Italian. If one could read these languages, one could review

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most of the progress in the several sciences. But since the war the wave of nationalism which has done so much to complicate trade, industry and economic activity has been at least as effective in complicating research work. Russia, which formerly produced few though good papers, now publishes more voluminously than any other country, and almost invariably in Russian. It should be remembered that to-day Russia publishes 600 periodicals of high standing. They cover several fields of knowledge as shown below :

On General Science including Mathematics, Physics, Chemistry and Natural Science ..	49
On Mechanics, Industry and Engineering.	184
On Agriculture and Veterinary Sciences.	54
On Medicine and Biology ..	50
On Geography and Ethnology ..	10
On humanities including Literature, Education, Political Science, Economics and Social Science ..	253
	600

If this were all it would simply add one more language to the list. But it is not all. Among the nations set free after the last war are some very gifted persons whose investigations cannot be ignored by an expert concerned with their particular subjects. But with the liberation of the nations came also the liberation of their languages,

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which even the most ruthless oppressors never succeeded in stamping out. The use of their language is for the people of the new nations a pious duty which they most passionately and devotedly perform. Research workers in these newly liberated nations now publish in their own languages, and not as before the war, in one of the four imperialistic ones. The ancient countries of Asia have also begun to emerge from their lethargy and have nearly completed their probation of expressing their discoveries in foreign media. Already Japan and China are experimenting with bilingualism. It is only the next step for them to shed the alien language altogether. The adults of India too have begun to talk of the mother tongue. But the youth of the country have gone a step further and taken the school and college magazines to the bilingual stage. There is every probability that when the present youth reach adulthood the mother tongue will gain full status and that the research out-put of India will be such in quality and quantity that it cannot be ignored by anybody in the world. This would add not one but a dozen new languages to the list.

So an expert, having obtained access to a paper he wants, may have the mortification of finding that it is published in a language which he not only cannot read but may not even be able to identify. Some of these languages had never in the past been used for science or indeed for any high intellectual activity; they contained no scientific terms;

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sometimes not even a word to express so simple a notion as a 'percentage.' Quite undeterred by this difficulty, the scientific workers have proceeded to make up new words to express new scientific conceptions. We do not blame them; during the long years of repression their language was the chief tie that kept them together; children learnt it from their mothers, sometimes under difficulties and even threats of dire penalty. By a true instinct they knew that so long as they kept their language they had the key which would one day loosen their fetters, and now that they have their liberty they are remaining faithful to the old mother tongue.

What light does all this throw on the why of long-range reference service in research libraries, business libraries, university libraries and national and central libraries, if not to some extent, even in big public libraries? The small Madras University Library, which has only a hundred thousand volumes on its shelves and takes only a little over a thousand periodicals, has to handle thirty languages. Are the materials to smoulder on the shelves and become a diet for worms? Or is the long-range reference staff to break through the linguistic crust, pick out the meat inside, dress it in a palatable form and serve it to the readers whose appetite needs them?

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CHAPTER 33

HOW?

In the preliminary paragraph of the last chapter, we stated that long-range reference service needs a staff with high qualifications—persons who are not only proficient in library science but have also done some research work. Even such a highly qualified staff should make arduous preparation to fulfil the demands of long-range reference service in an efficient way. They should have a high sense of duty. It is their own conscience that should prompt them to do their best. It is seldom that the genuine enquirer knows to what extent he can depend upon the reference librarian. In most cases long-range reference service implies voluntary offer of service. Moreover, for a conscientious long-range reference librarian it is service —actual, active service—that stimulates him to rise to his highest level. Indeed the greater the demand from enquirers the richer becomes his experience and the more profound becomes his resources. The after-effect of an exasperating search for some refractory information in co-operation with an advanced research worker who is hungering for it is most exhilerating to a long-range reference librarian. Indeed the process of assimilation after long-range reference service is even more elevating and pleasurable, than after ready reference service.

But as has been stated in chapter 23 " How of Ready Reference Service " the three phases—

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preparation, service and assimilation—are not temporally exclusive of one another. They really co-exist for every long-range reference librarian who has given himself away absolutely to his noble work. For there is this difference between the how of ready reference service and the how of long-range reference service. More than the former, the latter is a persistent type of work. Its nature is such that the idea has to be ever kept alive. It must be allowed to simmer continuously in the mind. The ideal long-range reference librarian eats, drinks, sleeps and talks his long-range reference problems throughout the twenty-four hours, the week, the month and the year ; his physical whereabouts at any one time is immaterial. He carries his problems with him home ; he brings it back with him in the evening and in the morning to the library. He is, in effect, as much engaged with it outside the library as inside it ; he cannot shake off his business at any time. He is very much like the person whose mind is in Yoga (yoked with a pursuit). Whatever he may be apparently doing, he is not in it but in Yoga with his problem. As the Lord puts it down :

" When he sees, hears, tastes, smells, eats, moves, sleeps, breathes, speaks, takes, ejects, opens his eyes or closes them, he holds that it is only the senses acting upon the objects of the senses."[81]

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81. *Bhagavad gita*. Chapter 5. Verses 8 and 9.

Translation taken from Roy (Anilbaran). *Message of the gita*, 1938. P. 85.

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पश्यञ्शृण्वन्स्पृशाञ्जिघ्रन्नश्नन्गच्छन्स्वपन्श्वसन् ॥
प्रलपन्विसृजन्गृह्णन्नुन्मिषन्निमिषन्नपि ।
इन्द्रियाणींद्रियार्थेषु वर्तत इति धारयन् ॥

331 PRELIMINARY PREPARATION

In long-range reference service the problem of discovery is an active one. Before undertaking to discover what information exists in written form that would be available to a particular enquirer it is necessary to make certain preliminary investigations and survey. The information-needs of the library clientele are first to be correctly understood. The next step is to get a working knowledge of the subjects involved by a careful reading of a few authoritative publications and a rapid survey of the literature of the subject as a whole. The goal of such a survey is to obtain a broad skeletal knowledge of the subject, its parts and phases ; to discover the relationship of these parts among themselves and to other fields of knowledge ; and to acquire a wide vocabulary of the subject of primary interest.

Again the phase of a subject that should engage the centre of attention will depend upon the nature of the library in the case of special libraries and the nature of the enquirer in the case of general libraries. The clientele of a business library, for example, or the industrial and commercial enquirers of a general library more often need current information than historical information ; the de-

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tailed description of practices and methods are more often wanted than of theory and opinion ; reference books—that is books, handbooks, annuals, directories, transactions and proceedings of associations, documents, surveys, etc.—have to be more often pressed into service than the readable type of work ; detailed and technical treatments are necessary while the elementary and general or popular book and article is seldom of value. On the other hand, an antiquarian enquirer or one interested in anthropological work will make the long-range reference librarian dive into materials of just the opposite kind.

332 Sources

The preparation in long-range reference service usually involves the search for specialised materials. This requires the use of three different types of bibliographical sources. First and most important are the publications in the particular field, especially the periodicals which contain book reviews, and when they exist, abstracting periodicals. The second group of publications includes similar books and periodicals especially abstracting ones not limited to the particular subject, but including it with others in a somewhat broader field. The third group, which must be checked almost closely, includes the comprehensive lists covering all subjects, but limited to one class of publication, such as periodicals, documents, thesis, etc., and limited chronologically or geographically, nearly complete

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within their defined limitations. Examination of this third group of material often yields a rich harvest which are valuable in a particular field, although they have originated outside that field and therefore are often not discovered through the publications prepared specially for that particular subject. Discovery and recognition of the value of the occasional publication prepared for one use, but valuable in an entirely different field, is a service which the long-range reference librarian who knows his special subject and also knows all important bibliographical sources and how to use them, brings to his clientele. Many of these sources may not have been built up according to subjects. Or if they are classified the classification may not correspond with, but represent a cross-section of, the subjects of interest to the problem pursued. It is therefore necessary in many cases, to check through entirely. A knowledge of such sources and of the methods of checking them through has to be built up gradually by each long-range reference librarian.

3321 UNPRINTED SOURCES

Long-range reference service in special fields frequently need information that does not exist in print. It is necessary that the long-range reference librarian keeps himself informed on the research in progress on the frontiers of the subject in which he specialises, whether conducted under academic auspices or co-operatively in learned associations, or in individual business corporations, or in research

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foundations. One of the important means that may be employed to discover such nascent activities is to secure for the library membership in the learned bodies and other organisations carrying on research. The announcement, membership bulletin and annual reports, often give information which will prove to be effective starting points. The research activities of government bureaux are generally reported in their annual reports. The long-range reference librarian thereby discovers research projects in advance of their publication by careful examination of the annual reports of all government bureaux whose activities have any bearing on the work of his clientele. A number of universities issue lists of theses in preparation ; a few publish their doctoral dissertations as annuals. Others have them published in periodicals such as the *American economic review* and the *Political science quarterly*. Some other periodicals often mention investigations under way informally or as news notes. Examples of this sort are *Domestic commerce* issued by the United States Bureau of Foreign and Domestic Commerce ; *Personal journal* issued by the Personal Research Foundations ; and many others.

3322 Newspapers as Sources

It sometimes happens also that research studies and investigations are reported in the newspapers at their inception. Sometimes they feature them as important conclusions are brought to light. It is extremely worthwhile for a long-range reference

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librarian to record such investigations by subject either in the catalogue or in the reference cabinet to file with other material on the same subject. If this is done on the first announcement of the project it is often possible to obtain some desired information while the investigation is in progress. When the reports are published they frequently get advance mention in the daily press. This makes it possible to secure them sooner than if the trade lists are the only source of check. To do all this requires rather close scanning of both newspapers and periodicals. Such scanning is really a necessity if intelligent long-range reference service is to be rendered.

333 GATHERING

Next to scanning the sources comes the gathering of information. The information may have to be gathered either on demand or in anticipation. The variety of questions that are brought by enquirers and the questions, that we know, from our local knowledge and contemporary happenings, are likely to be brought up sooner or later, will get interlaced in the mind of the long-range reference librarian. With the back of his mind filled with such an amalgam of problems he will have to explore the resources of the library and gather information in a systematic way. From this point of view we may recognise three distinct fields for search. The old stock of the library, the books that newly arrived and the current issues of the periodicals taken by the library.

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3331 Shelf-Study

Of these three fields for search the old stock of the library forms the most formidable one. The books already in stock need to be re-read frequently. Their potentiality is seldom exhausted. They act like a kaleidoscope. Every change in the angle of approach yields a new pattern. What the old stock can yield depends upon what we take to it in our apperception. As the enquirers, actual and anticipated, grow our apperception grows too. Books or passages in books which had no meaning to us at one time splash out a new message when we pursue them—perhaps a hundredth time it may be—with a newly enriched apperception.

This repeated skipping through the old books we shall call shelf-study. Shelf-study forms one of the corner stones in long-range reference service. A long-range reference librarian should steal every possible minute for this important mode of gathering information. The library authorities should realise that the library can render its greatest possible good to the community only if it provides in the time-table of the staff sufficient free time for shelf-study by the long-range reference staff. They should also realise that this would ultimately mean increase in reference staff. Quite unaccustomed to the benefits of the right kind of long-range reference service and perhaps being fortuitously so placed in life that they had got on gloriously without such intimate service, many a man in power is quite blind to the need for shelf-study. He imagines, under the pressure of nineteenth century tradition

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which alone he knows, that work in a library is a mechanical one and a soft one. He laughs at the suggestion that the reference librarian has to read most of the books and re-read them from time to time. He even quotes a Victorian saw out of its context and strives to score against the librarian, amidst the laughter of an admiring but ignorant pack of lookers-on, with the epigram "A librarian who reads is lost."

Perhaps if he is of a generous nature he may put down such a reading of books merely to the credit of an unusual type of individual librarian who happens to love reading. But we hope that this state of affairs will change very soon. The excellent results already achieved, often in spite of reference sections being seriously understaffed and working under adverse conditions, show that the wholesale development of long-range reference service, adequately staffed and financed would have the most momentous results on national and international progress. Such a development is sure to come as soon as the present generation of youth who are being accustomed to long-range reference service grow into adulthood and come to occupy positions of power.

To make the discoveries made during shelf-study available for ready use on all future occasions, the long-range reference librarian should adopt one of two methods ; either he must suggest to the technical section the preparation of additional analytical or cross reference cards or if the matter

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does not admit of them he should himself prepare the necessary slips to be filed in the reference cabinet. In large libraries the reference staff should be so recruited that they can comfortably specialise in different subjects so that every field of knowledge has a specialist on the library staff. The shelf-study will then be done more intensively than otherwise.

3332 WAVE-FRONT OF KNOWLEDGE

Unlike the old stock in the library, the recent additions and the current issues of the periodicals provide opportunities for the long-range reference librarian to keep himself abreast of the world's progress in knowledge. Indeed he should in that way " keep ahead of the game." The periodicals form the very wave-front of the advance. Frequently a short note in a periodical reveals the existence of an important paper emanating from an obscure source but exactly answering the needs of an enquirer. An experienced long-range reference librarian assisted by an intelligent junior can at one and the same time survey the periodical publications not only for the purpose of gathering information but also for helping the book selection section. He could spot out much literature which, but for his efforts, might remain out of sight for months after publication. The long-range reference section knows the needs of the clientele far better than any other section :

" The toad beneath the harrow knows
Exactly where each pin point goes."

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sings the poet and similarly the long-range reference librarian knows exactly for what topics it is vain to send a reader to the stack room and by inference in what subjects his library is weak.

3333 SECONDARY WAVE-FRONT

If the periodicals form the primary wave-front of knowledge, the recent additions of books form the secondary one. Although the books are behind the periodicals in point of time they have the advantage of giving a more comprehensive exposition of the new discoveries and in particular give their correct orientation in relation to existing knowledge. The new arrivals in the library should be perused rapidly by the reference staff. If they form a considerable number a careful distribution of the field of knowledge among the different members will suggest itself obviously. This work of perusing the new arrivals is best done during the period—a week or a fortnight according to the practice of the library—they are displayed in the show case before being released for loan. If a minute system of classification is used in the library, the work of the technical section—the class number and the analytical cards—would minimise the time to be spent by the reference staff on this preliminary perusal. In all cases, as the reference staff know more intimately than the technical section, the topics engaging the attention of the clientele most it is their duty to advise that section about worthwhile analytical cards.

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Thus a real ' live ' reference service can only be created by a personnel with a special flair for scenting useful information in the most unexpected quarters and for disseminating it in the most useful way. A large amount of work is necessarily routine, but indeed it must not be allowed to become too much so. In long-range reference service initiative is of high importance. It is thought in some quarters that it can be built up and worked by the use of card indexes operated by dull creatures and even by semi-literate office boys. It is wrongly believed that the apical position in a library is that of a dignified official whose main job is the unwinding of red tape and hob-nobbing with the executive of the main body of which the library forms a part, and who believes it to be beneath his dignity either to read books or to find out the needs of the clientele in a personal way. Reference service can and never will succeed in offering consistently the required exact information on specific subjects, if the policy of those at the head encourages or even tolerates such an attitude in librarians of any grade. Only a negligible proportion of long-range reference service can be performed to maximum efficiency by cheap labour driven by indolent officers ; and experience indicates that money ' saved ' by the employment of low salaried staff is rather ' wasted,' owing to the resultant loss of time and energy on the part of the senior staff and the troubles arising from inaccurate work done by those whose training does not render them sufficiently appreciative of the importance of the considera-

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tions involved, frequently in matters of detail. It is deplorable when work in a library is taken to be wholly clerical and raw hands are thrown in on every pretext and it becomes a real heart-break when even these raw hands are taken away frivolously to other departments as soon as they pick up a few week's experience and another brand new hand is thrust in.

3334 RESEARCH CONSULTANTS

To create a real ' live ' reference service the long-range reference staff should have acquaintance not merely with printed materials and manuscripts but also with men steeped in information ; for in some cases the enquiry may have to be circulated to a number of specialists so that the greatest possible measure of knowledge and experience can be brought into play. This applies to enquiries which cannot be answered merely by reference to literature. For its efficient operation such work demands not merely knowledge of the technicalities of the subject but also a wide knowledge of scientific and technical personnel all over the world.

The recently established system of research consultants in the Congressional Library of the United States shows the direction in which national libraries should move to make the reference service of the country as unerring and complete as possible. Even local libraries should adopt the same principle to exploit local talents effectively. The local library should have a list of the specialists residing within its area—particularly of the ripe old retired spe-

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cialists who are too old to take regular service but whose mature experience and accumulated knowledge should not be allowed to run to waste. In most cases such experienced scholars will be very glad to place their knowledge at the service of the local library if they are approached in the proper way; for such congenial work will relieve them of their tedium. It can be seen from this that the long-range reference librarian has but little to do as a mere curator of books. He must be a man capable of making contacts and of maintaining good relation with scholars of eminence.

3335 Documentation Centres

During recent years it has been realised in most countries that this process of consulting specialists should be better organised and that it would be an advantage to entrust the work to the same bodies that are set up to act as liaison between different libraries in other matters. The correct thing, it has been realised, is to pool the resources on a regional, national and even international basis. There should be a hierarchy of pooling organisations. The long-range reference librarian should keep himself informed of all such bodies, which are now-a-days referred to as documentation centres. In some countries directories of such documentation centres exist. But India is yet to have one. There are also directories devoted to documentation in special fields of science. The long-range reference librarian should be thoroughly familiar with them and know where to apply for reliable information

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when the capacity of the collection in his library and of the specialists in his area proves inadequate.

Such documentation centres fall into four classes if classified by the geographical and subject characteristics. We may label them as: (1) National (special), (2) National (general), (3) International (special), and (4) International (general). We shall give some examples :—

33351 NATIONAL (SPECIAL) CENTRES

Thanks to the strong line taken by the Imperial Agricultural Conference at Westminster in 1927, there are now established in the United Kingdom eight agricultural bureaux, the function of which is to supply information on subjects coming within their purview to any agricultural expert within the British Empire. The prescribed channel of communication is through the official correspondent, but in practice a very liberal interpretation is put on this, and information is freely given to any *bona fide* enquirer. Certainly any enquiry from a librarian would receive full attention. The names of the bureaux, their addresses and the subjects with which they deal are as follows :

1. Imperial Bureau of Soil Science, Rothamsted Experimental Station, Herpendon. Soils, fertilisers, crop-production.
2. Imperial Bureau of Plant Genetics, Agricultural Buildings, Alexandra Road, Aberystwyth. Grass and forage crops.
3. Imperial Bureau of Fruit production, East Malling Research Station, Kent. Fruit-growing and transport.

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4. Imperial Bureau of Plant Genetics, School of Agriculture, Cambridge. Plant breeding, especially cereals.
5. Imperial Bureau of Animal Health, Veterinary Laboratory, New Haw, Waybridge, Surrey.
6. Imperial Bureau of Agricultural Pathology, Winches Farm, Hatfield Road, St. Albans. Parasites of animals.
7. Imperial Bureau of Animal Nutrition, Reid Library, Rowett Institute, Bucksburn, Aberdeen. Animal nutrition.
8. Imperial Bureau of Animal genetics, King's Buildings, Edinburgh University. Breeding of animals.

There are some national bodies that publish periodical bulletins containing abstracts of the latest contributions to the subjects in which they specialise. The long-range reference librarian should be thoroughly familiar with those in the subjects in which he specialises. Here are some examples :

1. British Cast Iron Research Association. *Quarterly bulletin* (1923). The last section contains abstracts from foundry literature, including abstracts of patent specifications.
2. British Non-ferrous Metals Research Association. *Bulletin.* The section " Advances in non-ferrous metals industry" contains a series of notes on the most important publications.
3. The Royal Institute of International Affairs founded in 1920 for the scientific study of international questions political, economic and legal, has an information department which deals with enquiries on international affairs. It also publishes a *Bulletin of international news* which gives notes of forthcoming international meetings and references to texts of agreements or official correspondence appearing in periodicals. The

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Information Department is prepared to assist in any serious enquiry concerning international affairs. Where research is involved which cannot be dealt with by the permanent staff in time available arrangements can be made for the employment, on payment, of a skilled research worker, at whose disposal the resources of the Department are placed.

33352 NATIONAL (GENERAL) CENTRES

Here are some examples of national documentation centres which handle a variety of subjects :

1. Great Britain : Association of Special Libraries and Information Bureaux usually referred to as ASLIB.
2. France : Union Francaise des Organismes de Documentation. Its directory entitled *La documentation en France Repertoire des centres de documentation existent en France* was published in 1935 and extends to 146 pages.
3. United States : Special Libraries Association.

This body published its *Special libraries directory of the United States and Canada* extending to 253 pages in 1935.

4. Germany, Sweden, Denmark and Switzerland have all similar general national centres. Deutscher Verband Technisch-Wissenschaftlicher Verein (German Central Technical Information Service) has created an Agency for Information on Sources of Scientific and Engineering Literature as an independent and neutral clearing house in such a way that it co-operates with the existing information departments without interfering with their independence or individual development. Enquiries received by the Agency are forwarded to the sectional information departments best qualified to deal with them and the latter communicate with the

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enquirer direct. By such decentralisation, large expenses are avoided, while prompt and satisfactory action is ensured. The sphere of action of the Agency is in no way restricted. All enquirers whether from home or abroad are handled in the same way.

Thus this new agency represents merely an organisatory measure for the systematic co-ordination of the existing individual information departments.

33353 International (Special) Centres

The following publications list the chief international documentation centres which specialise in particular subjects :

1. *Repertoire international des centres de documentation chimique.* Paris. Office International de Chimie. 1935. pp. 115.
2. *Guide mondial pour les bibliotheques et centres de documentation agricoles, a Rome.* Institute International d'Agriculture. 1938.
3. *Repertoire des centres nationaux de documentation pedagogique.* Institute International de Co-operation Intellectuelle. Paris. 1934. French and English. 87 pp.
4. *Institutions pour l'etude scientifique des relations internationales.* Paris. French and English. 107 pp.
5. *Repertoire international de centres de documentation politique,* Paris. French, English and German. 177 pp.

33354 International Federation for Documentation

The aim of the International Federation for Documentation is to see that the products of intellectual work are rendered as accessible as possible to mankind and serve the original purpose of their authors.

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333541 DIRECTORIES

The following are the directories published by international organisations on documentation centres which deal with a wide range of subjects :

1. The League of Nations published a *Handbook of international organisations* in which organisations are classified according to subjects. The first issue came out in 1921. The latest which was published in 1938, extends to 491 pages. It must be remembered that this handbook excludes bodies set up by the League of Nations itself.
2. Another publication entitled *Essential facts about the League of Nations* gives similar information about the League's own organisations.
3. The Institute International de la Corporation Intellectuelle publishes a periodical known as *Bulletin de la corporations intellectuelle.* A special number of this *Bulletin* came out in 1937 with the title *Numero special sur la documentation.* This number occupies pages 177 to 240 of the volume for the year. It describes the documentation centres of Europe and particularly the national unions of documentary organisations.

33355 MERCHANTS OF LIGHT

Long-range reference service has to send its tentacles far outside the library, into such national as well as international documentation centres, of general as well as specialist varieties. In this respect their function is similar to what " One of the Fathers of Salomon's House " described in the following terms :

" For the several employments and offices of our fellows ; we have twelve that sail into foreign countries ; who bring us the books and abstracts,

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and patterns of experiments of all other parts. Those we call Merchants of Light "[82]

Yes. The long-range reference staff should function as Merchants of Light.

334 Clientele

Next let us examine the " How " from the side of the clientele. The long-range reference librarian may be called upon to face a clientele ranging from the general public to the students and practitioners of a highly technical profession—the information required ranging from the simplest A B C of the subject (for popular consumption) to highly technical information required by the specialist. It should be remembered that the same person will be a specialist clientele for certain subjects and one of the general public for others.

The clientele may be either active or passive, in the sense that it may be constantly and actively asking for information on definite subjects or else expect primarily to be kept informed as to progress and development in certain fields of knowledge in which it is interested. Every clientele contains some members who are somewhat slow in making use of the facilities offered by long-range reference service. The reasons are various, ranging from mere inertia to resentment towards outsiders who have the temerity to offer information to a specialist. It is with this class that long-range reference service may expect to achieve its greatest victories. The

82. Bacon (Francis). *New Atlantis*. P. 164 of V. 3 of the *Works* ed. by James Spedding etc. 1887.

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problem is in part a psychological one—that of arousing the interest or lulling the suspicions of the refractory cases.

3341 PASSIVE CLIENTELE

In business and industrial libraries attached to particular institutions, the passive clientele may be served by information circulars and bulletins issued periodically. It is obvious that this system can be operated only if the long-range reference staff have a sound knowledge of the specific needs of the clientele. It may be acquired in various ways: directly by conversation or enquiry, or indirectly by watching the sort of literature for which a particular individual asks now and then and in other ways. In a large organisation the maintenance of a record of the special interests of individual members of the clientele provides a valuable tool. The tradition of cloistered aloofness should go even from university libraries. The long-range reference staff should go out and 'sell their wares' so to speak.

Example :

The following letter which passed from a university librarian to the professor of physics of a constituent college is typical of the kind of long-range reference service due to a passive clientele.

University Library,
9-12-39.

My dear———,

I remember your telling me about a year ago about a correspondence that was originated by the Surgeon-

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General during your predecessor's time about the ultra-violet energy content of the solar radiation in our city. You said that the Surgeon-General sought your co-operation in estimating it.

At that time I could only lay my hands on some scrappy materials in the *Journal of research* of the American Bureau of Standards, the *Journal* of the American Institute of Electrical Engineers and the *Public health bulletin.*

I wonder if you are still interested in the subject. If you are, I have come across something which may be of real use to you.

This morning the foreign mail brought the October issue of the *Journal* of the Franklin Institute, which contains an article entitled *A four-year record of the ultra-violet energy in daylight*, by Mathew Luckiesh and others of the Lighting Research Laboratory of the General Electric Company.

The bibliography at the end of the article mentions the following five titles :

1. M. Luckiesh etc. *Ultra-violet energy in daylight—a two-year record.* (*Journal* of Franklin Institute. V. 223. 1937).
2. L. R. Juller etc. *Cadmium—magnesium alloy photo-tube.* (*Journal* of the Optical Society of America. V. 25. 1935).
3. M. Luckiesh etc. *Erythemal and tanning effectiveness of ultra-violet energy.* (*General electric review.* V. 42. 1939).
4. M. Luckiesh etc. *Production of erythema and tan by ultra-violet energy.* (*Journal* of the American Medical Association. V. 112. 1939).
5. M. Luckiesh etc. *Nomenclature and standards for biologically effective radiation.* (J.O.S.A. V. 21. 1931).

The first of the above articles gives a detailed description of the necessary apparatus, which is what you are most

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interested in and twelve further references which may be of interest to the Surgeon-General.

Perhaps you may call at the library for these references. I have assembled all of them in my room to save your time. You may call at any time between 9 A.M. and 6 P.M.

I am sure it will be very nice if your laboratory can build up data for our city.

Yours sincerely,

———

Librarian.

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CHAPTER 34

ILLUSTRATIVE ACTUALITIES

We have seen in the last three chapters a general description of the involved ramifications of long-range reference service. We shall now summarise and illustrate them by giving a detailed description of some investigations which have come our way.

3401 Enunciation of the Problem

The exact enunciation of the problem is often difficult of achievement. The enquirer himself has often only vague notions about it. The first few questions elicit only a very general statement of his wants, a statement which is far wide of his actual needs. It is only by bringing up several solutions to which he replies " Not this, not this," that we are able to narrow down the field for search step by step. The difficulties of the enquirer in giving an accurate straight statement of his needs are often due to genuine and unavoidable causes. It may be that he came across the problem in a casual conversation or in listening to a lecture or during the study of a book where the reference was not given correctly. It often happens that the title of a book which he seeks has been reconstructed by him or by others for him out of some terms occurring on the title page or in the text. Sometimes the enquirer is interested in a particular aspect of a book and he gives it a

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title that represents that aspect. This would mean that he asks the long-range reference librarian for a book that does not exist. Even in such cases it is not proper to turn him away. A few minutes of discussion with him will disclose his actual needs.

3402 ROUTEING

The problem of routeing the investigation after the question has been correctly enunciated will often prove an exhausting one. No general rule can be given regarding it. Nothing can be definitely stated even about the starting point. An encyclopaedia, a gazetteer, a directory, a periodical publication or even a text-book may provide the starting point. At the earlier stages the range of investigation may be far too wide both in the period to be covered and in the material to be examined. Every step in the routeing should aim at narrowing down these two factors. The upper limit and the lower limit of the period should be brought closer and closer. While this itself would eliminate a good deal of materials, every other possible means should be used to bring their range to a manageable size. Even within such a restricted range of materials the method of random sampling should be adopted with great skill. Sometimes it may happen that the ultimate source of information is the newspaper file of a bygone year. A dive into its pages is so exhausting that no long-range reference librarian would enter that stage of investigation before utilising other sources to reduce the number of issues of the newspaper that should be rummaged.

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Again propriety requires that we should exhaust all our resources most sincerely before we pass the question on to external agencies for further investigation.

3403 Close Touch with the Enquirer

As the routeing of the problem proceeds the long-range reference librarian should keep himself in close touch with the enquirer, either by personal conversation or by correspondence. He should keep the enquirer informed of the progress made, the difficulties met with and the sudden turns encountered. It often happens that such reports enable the enquirer either to re-enunciate his problem or to recollect and communicate further clues for investigation. If such close contact is not maintained with the enquirer, it is likely that we go astray far too much from his actual needs.

3404 Record of the Sources

When the final solution is arrived at it must be promptly communicated to the enquirer. It is likely that he asks or writes back for further elucidation ; it may happen that the final solution raises further issues in his mind. It may also happen that intelligent enquirers are so impressed by the success of the long-range reference librarian that they are eager to share with him the pleasure of retracing the whole route. Experienced enquirers not only find a delight in this process but they also know that there is a good deal to be learnt by knowing the details of the process by which the librarian arrived at the solution. For their sake a

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full record of the sources used should be kept. They are people that set more value on "becoming" rather than "being." It is such enquirers with a participative attitude that give the greatest delight to the long-range reference librarian.

3405 ASSIMILATION

A most important detail in long-range reference service is recording the routeing as well as the findings relating to every important enquiry. The call number, the heading, the title and the exact page reference of every reference located *en route* should be recorded. Whenever warranted the technical section should be advised about the extra analytical cards that should be added to the catalogue cabinet. In other cases the fullest possible record should be made in the reference cabinet. Wherever necessary even a reference to the file relating to the question may be entered. Such record of questions dealt with gains in importance as it increases in bulk. If carefully built up it would avoid the labour entailed in unearthing an answer to the same question twice over. It may also be of help in shortening the work involved in pursuing other related questions that may turn up from time to time.

341 USES OF THE PALMYRA

Some years ago the American mail brought us a query from the Library of the University of Manitoba. One of its clientele wanted to know about a Tamil poem enumerating 801 uses of the palm tree. He would like to have a copy of the poem if

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it was a short one or a reference to a translation which he could buy. The American library had exhausted all its resources and naturally thought about some library in the Tamil country as the most hopeful collaborator in the pursuit of this problem.

Here the enunciation of the problem was exact. It gave us no difficulty. Our catalogue was first examined, then the catalogues of the other local libraries and lastly the fairly exhaustive catalogue of the Tamil books and manuscripts of the British Museum. None of these threw any light on the problem.

As the next step we addressed the Manuscripts Library at Tanjore Palace. That too gave a negative reply. Then we approached some Tamil scholars and in particular Mahamahopadhyaya Dakshinatya Kalanidhi Dr. V. Swaminatha Iyer, the doyen of Tamil scholarship who brought into print for the first time nearly a hundred classics and other pieces in Tamil. But he too could not give us any help.

Then personal visits were made by members of the staff to secondhand book-shops and to pedlars of ballad songs to try the off-chance of picking up an old copy of the poem. But here too no success.

The botanical and agricultural books dealing with palms were searched; but no clue could be found.

Almost in despair we tried our luck in Watt's *Dictionary of the economic products of India*. Page 495.

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of volume I contained a small light which illuminated a certain angle immediately in front of it :

" Every part of this plant is made use of in some way or other. A tamil poem enumerates some 800 uses to which the various parts are put. The *Tropical agriculturist* (June 1884) publishes a list of the more important of these uses."

Then we turned over the *Tropical agriculturist* and we found on page 913, of volume 3 the following encouraging piece of information :

" From the *Tala vilasam*, a Tamil poem describing ' in brief an account of one (?) out of the 800 items of things connected with the palmyra tree, which is emphatically the Kalpa tree of the Earth ' given in the appendix to a *Description of the palmyra palm of Ceylon* by William Ferguson, printed at the *Observer* Press in 1850 we extract the following.... Mr. William Ferguson's account of the palmyra palm has been so long out of print that we intend publishing a new edition of it.... we regret that we are not in a position to spare a copy."

Every attempt of ours to get at Ferguson failed.

As the foreign inquirer had mentioned Kumbakonam as the home of the author of the poem, we took to the desperate last recourse of writing to the Tahsildar (Revenue official) of Kumbakonam taluk. He zealously unwound his red-tape and transmitted the inquiry through his revenue inspectors to the headmen of hundreds of villages in his taluk. But to our disappointment the return was ' nil ' from everywhere.

We were at our wit's end. Still we were too reluctant to give a negative reply to our foreign correspondent. For, our ideal in long range-

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reference service is in the words of the arch-priest of service, Hanuman,

> "Hope is the root of all service. Search again, I will, where I have not yet searched. Hope is the greatest happiness. It is hope that always directs us in all our endeavours. It is that which brings all the efforts of beings to fruition. Therefore I shall continue my hopeful attempts."[83]

अनिर्वेदः श्रियो मूलमनिर्वेदः परं सुखम् ।
भूयस्तत्र विचेष्यामि न यत्र विचयः कृतः ॥
अनिर्वेदो हि सततं सर्वार्थेषु प्रवर्तकः ॥
करोति सफलं जन्तोः कर्म यत्तत्करोति सः ।
तस्मादनिर्वेदकरं यत्नं चेष्टेऽहमुत्तमम् ॥

In hope therefore we were biding our time. We were keeping the problem open. The life of the file was kept on. The problem was kept ever alive in the minds of all the members of the reference section. At long last hope did materialise. Delight did come. Ethelbert Blatter's *The palms of British India and Ceylon* arrived at the 'recent additions shelf.' The title was tempting; but the epithets added to the author's name sent a wave of cold shiver through us; for, the author was put down as a professor of Botany and that too in Bombay, far from the Tamil country. The first reference librarian who perused it put it aside with a sigh of disappointment; for, most of the pages he turned up confirmed that the book was a dry-as-dust syste-

83. Valmiki. *Ramayana*. Sundara kanda. Sarga 12. Verses 10-12.

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matic thing. Still another assistant took it up with higher hopes and he too dropped it in disappointment. And yet another said that he had a lucky hand and opened the book. His hand was lucky indeed ; for the page that he opened—203—contained in the middle the words *Talavilasam* although the page heading was made up of the forbidding Latin term 'Borassinae.'

At the announcement of *Talavilasam* all the members of the reference section rushed at the book which their colleague was holding out triumphantly in his hand. The first words of Blatter were very consoling.

> "I searched a long time for that poem, of which nothing but the title seemed to be known, and when I found it at last I was astonished that I had not discovered it sooner."

A few lines further down we read

> "The poem was written by 'Arunachalam, a poet of Terrukkudantei, the same with Combaconam in the province of Tanjore."

But our delight reached its climax when we read in the next page

> "We trust that our readers will not object to our reproducing the poem *in extenso*."

Object ! Surely it was a mockery to us. We would have objected if he had not reproduced the poem *in extenso !* We were thankful that he gave us at least an English translation. It extended to nine pages.

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Our minds began to sing in unison the words of Sita[84] and Bharata[85] exclaiming the old saw :

कल्याणी बत गाथेयं लौकिकी प्रतिभाति मे ।
एति जीवन्तमानन्दो नरं वर्षशतादपि ॥

"Happy seems to me the popular saying 'If only one would keep on to life, delight is assured even though it may take a hundred years in coming'."

Immediately steamed forth our epistle carrying the glad tidings to the sister library in the New World.

342 PRE-COLUMBIAN HINDU COLONISATION OF AMERICA

Exactly ten years ago an octogenarian who had once occupied the highest position in the gift of the Indian nation—presidentship of the Indian National Congress—wrote from an up-country town for books on pre-Columbian America. The problem was obviously simple and the next mail delivered into his hands a type-script of several titles including some articles in some periodicals. The library's letter concluded with the words :

"The anthropological books dealing with the native races of America contain many suggestions about the inhabitants of the country in the pre-Columbian days."

Some months later when the prospectus of two publications of the American Geographical Society with the display heading *The discovery of America in the years* 1000 *and* 1492 was received in the library

84. Valmiki. *Ramayana*. Sundara kanda. Sarga 34. Verse 6.
85. Valmiki. *Ramayana*. Yuddha kanda. Sarga 129. Verse 2.

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the information was promptly relayed to the octogenarian. He replied:

> "Thank you for your kind letter of yesterday's date. I have been anxious to secure one or more books on America before its discovery by Columbus. As I believe you are aware, long ago I read somewhere that Hindus went to America through North Eastern Asia and founded or established its civilization there and that there is plenty of evidence in Mexico and Peru to prove the similarity if not the identity of Indian and American civilizations. If you can tell me what are the books on the subjects I shall be glad. The price or prices of such cannot be much. I am prepared to pay up to Rs. 100 if you advise me."

It took three months for his problem to be thus definitely enunciated as "Hindu civilisation in pre-Columbian America." As the resources of our own library and of the others in our province were too meagre to throw any considerable light on this problem, we approached the Library of Congress for help. We asked in particular,

> "Can you kindly let me have a list of books suggesting at the same time two or three items which appear to be the best or the latest among them in your opinion."

Within three months the secretary of the Congressional Librarian forwarded to us:

(1) a memorandum on the subject prepared by the chief bibliographer of the Library of Congress;

(2) a clipping from a contemporary issue of the *Washington post* which announced certain latest discoveries of the ruins of the Mayan Empire; and

(3) a fairly exhaustive type-written *list* of *references to writings on pre-Columbian art in America* and *Mayas, antiquities and culture: a bibliographical list.*

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These two lists consisted nearly of fifty sheets of matter compiled some five years earlier for some other purpose. The secretary's letter concluded with the characteristic sentence:

> "The Library of Congress is precluded, because of its official position, from expressing an opinion as to the 'best' on any subject."

Transmission to the octogenarian of this bibliography, along with a list of relevant articles in *Inter-America* located by ourselves, moved him to such an extent as to make him write a private and personal letter :

> "Dear Mr....
>
> My warm and grateful thanks to you for the great trouble you have taken in behalf of my request. I expect to go to Madras shortly, when I shall call and see you. Then in personal consultation with you the first batch of books might be selected.
>
> With kind regards,
> I am,
> Yours sincerely,

The ideal of long-range reference service is the establishment of such cordial personal contact.

A year later His Holiness Jagadguru Sri Sankaracharya of Kamakotipitham camped in Madras after an interval of several decades. In some of his public discourses he referred to the penetration of Hindu civilization into various other lands including America in the distant past. This brought to the library a stream of inquirers. The fruits of our labours undertaken at the instance of the octogenarian were freely distributed to all these inquirers.

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Thus an exhaustive bibliography prepared for reference service at a library at Washington served in reinforcing reference service at Madras continuously for about a year.

343 PAMBAN BRIDGE

A local college was leading an excursion of students to the Pamban Straits, separating the mainland of India from the Rameswaram Island at its south eastern end. A batch of enterprising youngmen called at the library and wanted to have exhaustive information about the Pamban bridge connecting the mainland with the Island. Here the problem was definitely enunciated at the outset. The following account illustrates the slow stages by which the range for search had to be progressively narrowed down.

We first satisfied ourselves that there was no book exclusively on the Pamban bridge. We knew that it was a recent construction. How recent was the question.

Volume 19 page 377 of the *Imperial gazetteer of India* (1908) contained the sentence,

> "Proposals are now under consideration to bridge the channel and to carry the railway across it to Rameswaram."

This fixed the upper limit to the period within which literature had to be searched. Another sentence in the preceding page of the *Gazetteer* gave a clue as to the periodical which was likely to give further information. It read.

> "The first proposal to deepen this channel for traffic was made by Colonel Mannuel Martimers who brought the

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> matter to the notice of Mr. Lushington then collector of southern provinces and afterwards Governor of Madras....His (Major Sim's) reports will be found at length in the *Journal* of the Royal Geographical Society Vol. IV " (1837).

This made us infer that the file of this periodical should be looked into. But the cumulative index which came only up to 1912 did not mention Pamban bridge.

In order to fix a lower limit before searching the individual volumes of the periodical, some books on Indian geography, commercial geography, and bridge-engineering were looked into. Dudley Stamp's *Indian empire* V. 2. P. 97 contained the remark,

> " But now there is a railway to Pamban on the Chain of Islands towards Ceylon."

As this book was published in 1926, this year was taken as the lower limit.

Students were asked to search for information in the *Journal* of the Royal Geographical Society for the years 1912-1926 but they gave a nil report. The reason for this will be seen later.

In the meantime other attempts were made to narrow the time limit still further. S. Playner's *Southern India, its history people, commerce and industrial resources* gave, on page 573, 24th February 1914 as the date of opening of the Pamban route to Colombo.

The students were then asked to examine the *Journal* of the Royal Geographical Society for 1914. But again they reported nil, as Pamban did not

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appear in the index. But a more careful scrutiny of the index disclosed to the reference librarian the entry "India : railway connection between India and Ceylon, 693." This page fell in the *Monthly record section* for February, and the information given was very meagre. However, the record began with the sentence :

> "The Indian papers report that the connection effected on the 24th February last between the Indian and Ceylon railway systems is already working successfully."

Accordingly the *Hindu* and the *Mail* for the 24th and 25th February 1914 were examined. The *Mail* of the 24th gave three columns of information with a map in addition to an editorial article. The issue of the 25th gave three more columns of information. The *Hindu* of the 25th devoted its leader to the *Indo-Ceylon link* and gave a full page to a description of the bridge, opening function, governor's speech etc. This gave just the information that the students wanted.

While on this problem we looked up the *Minutes of proceedings* of the Institution of Civil Engineers and recorded for future guidance that pages 377-387 of volume 199 gave a full description of the construction of the Pamban viaduct and of the two-leaved rotating-light bridge.

344 THE DEVIL WORSHIP OF THE TULUVAS

Here is an example that illustrates the difficulties in the enunciation of the problem by the enquirer even better than the case of the octogenarian described in section 342. The enquirer was a much

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travelled gentleman with a university doctorate in Fine Arts. He was also known as an enthusiastic student and an exponent of Indian music and dance, though he was a European. After struggling with the catalogue cards in the battery of cabinets when the chief reference librarian was away for lunch, he was leaving the library with a look of disappointment. His facial expression and his hesitant gait were enough however to induce the chief reference librarian, who just happened to come against him near the entrance, to ask him if he would like to have help on any particular topic.

"Have you any book on dance ?"

"Yes, we have a few. Do you want any book in particular ?"

"Yes. But you don't seem to have it. However let me have a look at your catalogue of books on dance once again with you."

The enquirer and the reference librarian came back to the catalogue room. The appropriate tray was pulled out. As the cards were turned, the doctor involuntarily remarked :

"I want books on Indian dance but I find only the texts or translations of the ancient Sanskrit classics on the subject."

"Do you want a modern exposition on Indian dance ?"

"Yes. What I want is not exactly dance but only an aspect of it."

"I see. Can you say what exactly you want ?"

"Folk dance."

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" The books on folk dance have been written mostly by anthropologists. As the focus of interest in such books is cultural evolution rather than the technique of dance, you won't find such books on the shelves containing Fine Arts."

Then they both stepped into the stack-room and entered the gangway containing anthropology. In a short while Hambly's *Tribal dancing* was picked up. It gave a world-survey of folk dance and only Pp. 64-68 dealt with India.

" I want more sumptuous information."

" I am sure we can collect a good deal more from other books in this class."

Now the learned doctor appeared to go into a reverie with half closed eyes contemplating on the stupendous task of examining every book, but almost unconsciously blurted out :

" I have heard that A. C. Burnell had a book on it."

" On folk dance in India ?"

" Yes. But your catalogue does not show it "

" I have not heard of such a title by Burnell. Anyhow let me make an attempt."

Then the chief bibliographical sources were examined. Neither the *Dictionary of national biography* nor the *Dictionary of Indian biography* mentioned such a book in the bibliographical note under Burnell.

" Do you happen to recollect anything more about the contents of the book so that I may pursue the matter further ?"

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" Well. It is obvious you don't have it. Don't worry yourself. I have already taken too much of your time."

" Please don't feel so embarrassed. My time is entirely for this kind of work. In fact I must thank you for giving me this engagement."

" Oh ! It is very kind of you ; but it is not fair that I should. . . ."

" Never mind. As we don't have exact information about the title or the contents of the book, let us spend some more time on it before abandoning it as hopeless. Please see if you recollect anything more about it."

" I think I have heard it said that he had dealt with the subject elaborately. I believe it is on folk dance as practised in his days in the West Coast among the Kannada speaking people if I remember right."

This brought to the mind of the reference librarian the gazetteers of Mysore and South Canara. The *District manual of South Canara* (1894) had marginal headings. As they ran their eyes down the margins the first hopeful term that turned up was ' demonology ' and the next page mentioned ' devil dancing.'

It was already exciting experience for the learned doctor. As they skipped through the paragraphs their eyes simultaneously fell on the passage :

" Good accounts of a devil dance are given by Mr. Walhouse in the *Journal* of the Anthropological

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Institute Vol. V and detailed description by the late Dr. Burnell was published by Major Temple in the *Indian antiquary* for January and February 1894." With great avidity Vol. 23 of the periodical was pulled out ; but the contents page irritatingly read :

"The late A. C. Burnell C. I. E.—*See* Major R. C. Temple."

A consoling factor, however, was that Temple's name appeared on the verso, and though there were quite a number of items under this name, what we were seeking was occupying the first place. It read " The Devil worship of the Tuluvas from the papers of the late A. C. Burnell, C. I. E. 1, 29, 85, 183."

The learned doctor was really in ecstasy. These references yielded 71 quarto pages. The eyes of the doctor gleamed ; the reference librarian exclaimed :

" Hallo, doctor ! (They had already become sufficiently intimate) We are really lucky to-day!"

" Yes, 71 quarto pages ! Imagine, I was about to go away muffling the remark : "This is a rotten library. All mere fuss !" If you had not pitted against me at the door....."

" Doctor, you are such an easy guest. Satisfied so easily and so soon !"

" You are really uncanny ! Have you hit upon another find ?"

" Yes, doctor. *To be continued* !"

" God knows where !"

" Surely a doctor should not be impatient. I shall find out for you in a trice."

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"The *Author's index* 1872-1921 was summoned to our table. 'Burnell' however was disappointing. The only volume cited was the one we had already examined."

"I am sorry for you, librarian!"

"He laughs best who laughs last. Please turn to 'Temple'."

And he did. But the poor doctor had to plough into five double column pages of entries. He grew desperate.

"What the devil do they mean by this arrangement! Did I say 'arrangement'? No, no! I should have said 'derangement' or better 'chaos'."

"Doctor! It is perfect cosmos there. If your mind thinks chaos, I am afraid you have to look for it there."

"Librarian! be more reasonable. Look here. 'Growse'; then 'Burton'; then 'Knowle'; then 'Grierson'—I suppose this is librarian's cosmos!"

"My dear doctor, it *is* cosmos! Only it is of its own kind. The entries are arranged volume by volume and within each volume according to page number. But in the case of continuation articles all the continuations are shown together at the reference to the earliest volume, whatever be the later volumes in which the articles may be continued. You remember that the first instalment of the article appeared on page 1 of V. 23. Now turn the pages until you reach the reference to Vol. 23!"

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The learned doctor read out with delight :

" The Devil worship of the Tuluvas, (a) XXIII, 1, 29, 85, 183 ; XXIV, 113, 141, 211, 242, 267 ; XXV, 61, 216, 237, 272, 295, 328 ; XXVI, 47, 60."

Thus the learned doctor's imagined *Dance* by Burnell had to be battered by slow degrees into the *Devil worship* by Temple and that too of the small localised community of Tuluvas, and what was asserted to be a book turned out to be matter big enough to form a book but scattered in seventeen different places in the volumes of a periodical.

Thus all the Five Laws of Library Science were duly propitiated.

345 SHADOW PLAYS

A research worker of experience sent a requisition slip for the book " R. Pischel. *Das altindische Schattenspiel*. 1906." The reference librarian could not recollect having handled any such title. Hence the catalogue was looked up and it confirmed his impression. As the research worker was known to be usually thorough and reliable in furnishing details for the books sought by him—heading, title, year of publication, name of the periodical if an article etc.—it was naturally concluded that the book existed but that the library did not possess a copy. And so the messenger had to go back empty handed.

The long-range reference staff however felt that steps should be taken to procure a copy of the book as an important member of the clientele had felt the need for it. They set about collecting the

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necessary bibliographical details about the book for transmission to the book order section. The British Museum catalogue and the catalogue of the India Office library did not mention the book. This raised a doubt whether it was a book at all. Much light could have been gathered if the research worker had come in person. Perhaps the place from which he picked up the reference would have given some hints. But that help was not available. Hence the *Dictionary of Indian biography* was looked up. Keith's *History of Sanskrit literature* and *History of Sanskrit drama* were next examined. The former was of no help; but the latter had a section on 'Shadow plays' and 'Puppet plays' but the title that we were looking for was not mentioned. We looked for Winternitz's *Geschichte der indischen Literature* which is known for its bibliographical thoroughness; but it was unfortunately out on loan at the moment. As another alternative we looked up Schuylar's *Bibliography of the Sanskrit drama.* But it mentioned only Pischel's *Home of the puppet play*—both the German original and the English translation. However we did not regard this as a conclusive negative as its year of publication was the same (1906) as the one furnished in the loan slip of the research worker.

At this stage Sten Konow's *Indische Drama* was thought of. To our relief section 55 which was headed "Schattenspiele" mentioned Pischel as the first authority. The footnote mentioned "Schatt." What could it mean? The Abkurzungen, p. 136, gave the answer:

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"Schatt=R. Pischel, Das altindische Schattenspiele. Sitzungsberichte der Koniglich preussischen Akademie der Wissenschaften, 1906, S. 482 f."

And all along, the tomes of the Sitzungsberichte had been mutely mocking at us. It was like dying of thirst on the brink of a river in full floods. Immediately the research worker was "dragged bodily" into the library so that he might share with us the pleasure brought by this find. He was also shown other articles on the subject by Hillebrandt and Luders which were lying secreted in the same periodical. Of course, he was immensely delighted.

If the reference staff had not been actuated by the urge to secure a copy of the title in question for the library, the research worker would have surely gone unserved and the Second and the Third Laws of Library Science would have had legitimate ground for the indictment of the library to its eternal shame. And so we all congratulated the young man in the reference staff who prompted us to pursue the problem at least on the book selection side and thus redeem the reputation of the library by finding a reader for this article (Third Law) and the material for the research worker (Second Law), without wastage of one minute of his time (Fourth Law).[86]

346 KRA CANAL SCHEME

Three years ago a young graduate stepped into the library and mentioning an alleged agreement

86. Ranganathan (S.R.). *Five laws of library science*. 1931. (Madras Library Association, publication series, 2).

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between Siam and Japan asked for information on the Kra Canal. We were absolutely ignorant of Kra. But the graduate collaborated with us in pursuing the problem. With the help of the atlas we learnt that Kra was the name of the isthmus in the Malay Peninsula, at the head of the China Sea and near the southern tip of Lower Burma. The enquirer further added that the distance from the Eastern Coast of this neck from the nearest point of the river Pakcham which runs across this isthmus to the Bay of Bengal on the west was only a short one and that the Kra Canal scheme was just to connect this river with the China sea.

The encyclopaedia was searched but it gave no light. Then the following books on the geography and history of Siam were skipped through :—

1. McCarthy (James). *Surveying and exploring in Siam* ;
2. Graham (W. A.). *Siam : a handbook of practical commercial and political information* ; and
3. Graham (W. A.). *Siam*. 2 V.

None of them mentioned the Kra Canal.

As the enquirer said that Japan was interested in the problem the following books in the library which alone dealt with foreign policy of Japan were examined. But they too gave a negative result :

1. Allan (G. C.). *Modern Japan and its problems* ;
2. Young (A. M.). *Japan in recent times* ;
3. Nitobe (I.). *Japan : some phases of her problems and development* ;
4. Etherton (P. J.) and Tiltman (H. H.). *Japan : mystery of the Pacific* ; and
5. Peffer (N.). *Japan and the Pacific.*

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The enquirer who was continuously collaborating with us dropped down the remark that the opening of the Kra Canal would nullify the Singapore naval base. This led us to examine the following books dealing with the Federated Malaya States and the books directly or indirectly dealing with British Imperial interests involved in the Singapore naval base were also looked into but no light was obtained from any of them.

1. Winstedt (R. O.). *Malaya : the straits settlements and the federated and unfederated Malaya States* ;
2. *Handbook to British Malaya* ;
3. Wright (A.). *Malay peninsula* ;
4. Wheeler (L. R.). *Modern Malay* ;
5. Sweetenham (F.). *British Malaya* ;
6. Herbertson (A.J.) and Howarth (O. J. R.). *Oxford survey of the British empire*, V. 6. *General survey* ;
7. Stokes (R.). *New imperial ideals* ;
8. Stoye (J.). *British empire : its structure and its problems* ;
9. Demangeon (A.). *British empire : a study in colonial geography* ; and
10. Hall (W. P.). *Empire to commonwealth : thirty years of British imperial history.*

Then we switched on to books on Far Eastern problems like,

1. Soyeshima (M.). *Oriental interpretations of the far eastern problem* ;
2. Vinacke (H. M.). *A history of the far east in modern times* ;
3. Morse (H. B.) and MacNair (H. F.). *Far eastern international relations* ; and
4. Mogi (S.) and Redman (H.V.). *The problem of the far east.*

They too were of no avail.

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Then we delved into the following sets and books but still without any benefit :

1. *Survey of international affairs*—Consolidated index to 1920-1930 and later volumes ;
2. *Problems of the pacific* being the proceedings of the conferences of the Institute of Pacific Relations : Conference, 1, 3, 4 and 5 ;
3. Bodley (R. V. C.). *The drama of the Pacific* ;
4. Hoffman (W. G.). *Pacific relations* ; and
5. Pickens (R. S.). *Storm clouds over Asia.*

But we were loathe to send away such a participative enquirer unserved. When in that pensive and reluctant mood it struck one of us that the *Geographical journal* had been left unexamined. The cumulative index gave to our delight one entry answering the very question of the enquirer. But our hopes were all shattered once again when we turned to that reference—page 421 of volume 6 (1895) as directed by the index. For it gave only seven lines on the subject and these lines simply said " tremendous harbour works and very expensive dredging would have to be resorted to." Giving this article to the inquirer was virtually no better than giving him nothing.

When everybody was just entering into despair the periodical *Pacific affairs* emerged into conscious memory. Several eyes began to scan the pages of its volumes. In a few minutes the one with the lucky hand shouted " eureka, eureka !" Immediately all rushed to him with the enquirer leading. He was triumphantly waving V. 9. Page 406 was headed " The KRA CANAL : A SUEZ FOR JAPAN ?"

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All the succeeding rectos up to page 415 continued to carry this title as page-heading. The foot of every page was studded with bibliographical references—a delightful treat. These footnotes put us on to the correct volumes of the *Parliamentary debates*, from which the inquirer was able to extract authentic official information. There were two references to the London *Times*. Our collection was examined; but it disclosed a lacuna just in the period sought. We later managed to fill up this gap by persuading one of the subscribers to this daily to make a gift of his file to the library. The feeling of delight and satisfaction that radiated from the face of the enquirer and filled our heart is best described in the words which King Dasaratha addressed to the sage Visvamitra when he suddenly appeared in his court:

> "Welcome to thee, the great revered one. I consider your coming as the obtaining of nectar. It is as welcome as the coming of rain during draught, as the getting of a son by the wedded wife of one who had long been childless, and as the recovery of the fortune that was lost. I find in this as much joy as in a great festivity."[87]

यथामृतस्य संप्राप्तिर्यथा वर्षमनूदके ।
यथा सदृशदारेषु पुत्रजन्माप्रजस्य च ॥
प्रनष्टस्य यथा लाभो यथा हर्षो महोदये ।
तथैवागमनं मन्ये स्वागतं ते महामुने ॥

87. Valmiki. *Ramayana*. Balakanda. Sarga 18. Verses 49 50.

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CHAPTER 35

FIND ME OUT

For the benefit of beginners in reference service we conclude this part with two sets of questions.

The first set is an account of some of the reference questions that came up for attention in the Madras University Library in the course of one month. We hope that this set, which is taken from actual life and hence so concrete, will acquaint all concerned with the reality of reference service.

The second set entitled "108 Facts to Find" will be a means to acquire familiarity, with the highways and byeways of reference books. Some may be ready reference questions while others may turn out to be long range ones.

351 54 Facts Found for Enquirers during One Month

Wherever possible, the nature of the enquirer, the chain of works consulted and the time taken are indicated in brackets.

1. Addresses of some prominent biochemists of India.

(A professor. In person. *Handbook of Indian universities*. 1938. *Year-book of the universities of the Empire*. 1939. *Official chemical appointments*. 1937. 5 minutes).

2. The verses in *Kumarasambhava* describing the wedding of Parvati.

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(An artist. In person. Verses 71-91 of Chapter VII. 15 minutes).

3. Any material on the art of lettering.

(A lady. In person. The Article on *Calligraphy in the Encyclopaedia Britannica*, 14th edition. *Reference catalogue of current literature*. 1938. Wade (Cecil) : *Modern lettering from A-Z*. 1938. 15 minutes).

4. A description of the Ekadesi festival at Srirangam.

(Journalist. In person...The three books in the library on Hindu festivals out on loan. Hence *Encyclopaedia of religion and ethics*. Not of help. *Imperial gazetteer of India*. Monier Williams : *Brahminism and Hinduism*. Pp. 448-450. Not available in the library. Index to Indian antiquary. V. I. P. 322. 15 minutes).

5. A picture of ' blunderbuss.'

(A newspaper office. By phone. *Encyclopaedia Britannica*. Funk and Wagnalls : *New standard dictionary*. 5 minutes).

6. The passage " Honour and shame from no condition rise " etc.

(An adult reader. In person. Bartlett's *Familiar quotations*. P. 319. 5 minutes).

7. A biographical account of Valmiki.

(An adult reader. In person. *Bharatiya caritambudhi* and Dowson : *Classical dictionary*. Insufficient. An article in *Austosh Mukherjee Silver Jubilee volume*. V. 3. Part I. No other biographical material. 30 minutes).

8. There was an advertisement in the *Hindu* of 23-11-39 calling for applications for the post of the secretary to the Mayor of the Madras Corporation. Experience in parliamentary practice is

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one of the qualifications. Any good book on the subject.

(An advocate. By phone. May's *Parliamentary practice*. Campion's *Procedure of the House of Commons*. Redlich's *Procedure of the House of Commons*. 5 minutes).

9. *Collection of treaties, engagements and other papers of importance relating to British Malabar* by W. Logan. 1879.

(A government department. By phone. Book not available. But the second edition of the same material formed part III of Logan *Malabar manual*. 1891. The 1879 edition was intended for use in the district offices only. Very few copies printed. 10 minutes).

10. Reymond's book on taxation.

(A government department. To be sent per bearer for reference and return. Not in the catalogue of the library. It turned out to be Green (William Raymond). *Theory and practice of modern taxation*. 15 minutes).

11. Some material on the Cochin harbour.

(A student. In person. *Madras states and Mysore directory*. 1937. Pp. 661-664. *Maharaja's college magazine*, Ernakulam. December 1936. Pp. 1-16. *Engineering*. V. 145. P. 69. 30 minutes).

12. Any reliable translation of the verse in *Bhagavadgita* in which Lord Krishna exhorts Arjuna to fight. The matter is urgently required as an article on the war is to be released for publication.

(A newspaper office. By phone. Dhan Gopal Mukerji. *The song of God*. Chapter II. Verses 2-3. P. 13. 10 minutes).

13. Does the Royal Society of Arts publish any reports or journal or any other publication and also the address of the Society.

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(A government department. By phone. *Official year-book of the scientific and learned societies of Great Britain and Ireland.* 1938. 5 minutes).

14. The subscription for *Manchester guardian weekly*, not the *Commercial.*

(A college. By phone. *Whitaker's almanac.* 1939. No. *Writers and artists year-book.* 1931 (only year available in library). No. *Newspaper press directory.* 1931. 10 minutes).

15. Any book which contains figures of literacy statistics for different countries of the world in a tabulated form.

(Organisers of an exhibition. By phone. *Whitaker's almanac.* 1939. Under 'Illiteracy' in the index. Supplemented by *Encyclopaedia of social sciences* under 'Literacy'. 10 minutes).

16. The text of the Declaration of London.

(A newspaper office. By phone. Ascertained by a series of questions that this was the result of a naval conference at London held about the year 1908 or 1909. Asked to ring up half an hour later for information. Ready reference books did not yield the information readily. Books containing documents in international law examined. Whittuck. (E.A.). *International documents.* 1909. Pp. 254-274. 15 minutes).

17. Any book which gives sterling equivalents to Indian currency and *vice versa* which may be useful as a ready reckoner.

(A government department. By phone. Thacker's *Indian exchange calculator.* 5 minutes).

18. Any book by name *Seshadharma.*

(An aged reader. In person. *Catalogue of Sanskrit, Pali and Prakrit books in the British Museum.* 1876-92. 5 minutes).

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19. The addresses of some journals published in different countries of the world, interested in the lives of saints and review books on them.

(A journalist. By post. *Who's who in occultism, new thought psychism and spiritualism.* 1929. 10 minutes).

20. Any material on " Constituent assembly for India."

(A politician. In person. No satisfactory material at the time. Bimal Ghose. *Constituent assembly* contained in *Current thought.* V. 1. No. 4. 5 days).

21. Information about Asvatthopanayanam.

(A sanskrit pandit. In person. *Jayasimhakalpadruma.* 30 minutes).

22. How long do dogs live?

(A professor. In person. After examining many books in zoology and veterinary science, information was found in Chambers's *Encyclopaedia.* 30 minutes).

23. Any book which will give the text or at least the substance of the Lytton Committee report.

(A lady member of the legislature. In person. Ascertained that the report was on Munchuko affairs. Report not in library. Takuchi (T.). *War and diplomacy in the Japanese Empire.* Pp. 393-398 containing summary. Supplemented by *International conciliation.* No. 286. (Jan. 1933). Pp. 58-87. 15 minutes).

24. The addresses of the publishers and annual subscriptions of the following (1) *Science abstracts.* Section A and B. (2) *Chemical abstracts.*

(A college. By phone. The records of the periodicals section. 5 minutes).

25. Ogden's *Alliterative poetry in middle English.*

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(A professor. In person. Is it O-g-d-e-n? Yes. Not found. Bibliographical investigation led to Oakden (J. P.). 10 minutes).

26. Any book or article on beggar problem relating to India in particular.

(A local library. No book. Birendranath Ganguly: *Street beggars of Calcutta: a study of the problem and its solution* in the *Indian journal of economics*. V. 8. 1927-28. Pp. 373-386. 45 minutes).

27. Four latest parts of *Educational journal and teachers' world*.

(A government department. By messenger. Search revealed that *Journal of education* with which was incorporated *School world* was meant. 15 minutes).

28. The horoscope of Sri Rama.

(A retired district judge. In person. Swamikannu Pillai's *Indian ephemeris*. Vol. 1 Part. I. *Samskrita Bharati*. V. 6. 15 minutes).

29. Some statistics of area under cultivation of tea and the amount produced in India, preferably for each province.

(A student of the diploma course in Geography. In person. *Handbook of commercial information for India*. 1937. 5 minutes).

30. P. 140 of Phillips: *Teaching of the Vedas* gives a quotation from the *Sacred poetry of early religions*. Who is the author of that book? You don't seem to have it here.

(A research student. In person. *Reference catalogue of current literature*. 1940 backwards up to 1913. No use. Subject index of the London Library. 1909. 30 minutes).

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31. I am told that the words "Zamorin" and "Mappilla" are loan words from Persian or Arabic. The original of Zamorin is Tamuri and of Mapilla is Moufla. I shall be much obliged if you will let me know....whether there are any words in those languages exactly corresponding to them or resembling them.....

(A lecturer. By post. Yule's *Hobson-Jobson.* 10 minutes).

32. Please send Doulasce's *Eurymics.*

(A mofussil member. By post. Bibliographical investigation revealed that Dalcroze : *Eurhythmics* must be the one in view. *Reference catalogue of current literature.* 1938. 15 minutes).

33. A portrait of Sir Michael O'Dwyer in any book.

(Several newspaper offices on the same day. By phone. *Times history of the war.* V. 15. P. 133. *Indian review.* 1915. P. 488. Douie (J.) : *Punjab, North-west Frontier Province and Kashmir.* P. 199. One hour).

34. Reserve for me Hamilton's *Psychic research,* to enable me to come and take it this evening.

(A member of the library. By phone. Not in the catalogue. Reported not available. But the member said he had seen it here. Hence asked to ring up half-an-hour later to enable investigation. Hamlin Garland : *Forty years of psychic research* happened to be the book in view. 20 minutes).

35. Any material which will throw light on the problem of the "man in the iron mask".

(A member of the judiciary. In person. A busy hour in the library. Information sent next day by post as desired by him. Brewer : *Dictionary of phrase and fable* under 'Mask'. 10 minutes).

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36. A translation of the saying: "Nihil sub sole novi."

(A teacher. By phone. Jones: *Dictionary of foreign phrases and classical quotations.* 10 minutes).

37. The statistics of average life of man in different countries of the world.

(An officer. In person. *Whitaker's almanack.* 1939. (Under "longevity") *Statistical year-book of the League of Nations* 1937-38 (under "Expectation of life") 10 minutes).

38. The poem "*Allan waters*".

(A professor. In person. Ascertained that it was a ballad and the author was not known. Child (F.J.). *English and Scottish popular ballads.* V. 4. P. 184. 10 minutes).

39. An English translation of Ramanuja's *Vedarta sangraha.*

(An M. A. student. In person. No separate book in library. Translation of the work in *Brahmavadin.* V. 1 and V. 2. Located with the help of *A supplementary catalogue of Sanskrit, Pali and Prakrit books in the Library of the British Museum.* 1892-1906. 10 minutes).

40. An archaeological map of India.

(An archaeological chemist. In person. *Imperial gazetteer of India.* V. 26. Atlas. Plate. 26. 10 minutes).

41. An up-to-date map of land and air routes.

(A student. In person. Rado (A.). *Atlas of to-day and to-morrow.* 1938. Other atlases out of date. 10 minutes).

42. A book on Pakistan.

(A student. In person. Was told that it can be read only in newspapers and magazines of the month as the problem was quite new. 1 minute).

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43. A big portrait of the monastery at St. Edmundsbury.

(A teacher. In person. Dugdale's *Monasticon Anglicanum.* V. 3. P. 98. 15 minutes).

44. The address of the publisher and price of *Bhaktirasayana.*

(A member. By phone. *Catalogue of books relating to Sanskrit etc.* of Motilal Banarsi Dass. 15 minutes).

45. English scientific name of the herb called " Nerungal " in Malabar.

(A Malabar gentleman. In person. Nadkarni (K.M.) *Indian materia medica.* 5 minutes).

46. A brief account of the origin and history of the Maternity Hospital at Egmore.

(An advocate. In person. *Imperial gazetteer of India.* V. 16. Pp. 346-347. 5 minutes).

47. Information on Birknes theory.

(A student of geography. In person. Not found anywhere. Elicited by a series of questions that he is associated with ' Cyclones ' and that his theory is otherwise called Polar Front theory. *Encyclopaedia Britannica* under *Meteorology* leading to many articles in the *Quarterly journal* of the Royal Meteorological Society, 1923 onwards. Birknes was found to be really Bjerknes. 15 minutes).

48. Description of Jog Falls.

(A tourist. In person. *Bombay gazetteer.* V. 15. Pt. 2. Pp. 284-288. *Mysore gazetteer.* V. 5. Pp. 1325-1332. 10 minutes).

49. Is Sankara a crypto-Buddhist?

(A philosophy student. In person. Student also participated in the search. A series of articles by G. V. Budhekar entitled " *Is the Advaita of Sankara Buddhism*

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in disguise? in the *Quarterly journal* of the Mythic Society. V. 24. (1933-1934). One hour).

50. Full name of the periodical which is referred to as *Jbr. posen. landw. Berufsgenoss.*

(A research student. In person. *World list of scientific periodicals*, 1930-1933. 5 minutes).

51. Consumption of sugar in India per capita.

(A doctor. By phone. Gandhi (M. P.) *Indian sugar industry*, 1939. 10 minutes).

52. A comparison of the administration of the British empire with that of Roman empire.

(A student. In person. Allison (W. H.) etc. *Guide to historical literature. Leads to* (1) Cromer (E. B.). *Ancient and modern imperialism*; (2) Lucas (C. P.). *Greater Rome and greater Britain*; and (3) Bryce (J.). *Ancient Roman empire and British empire in India* contained in his *Studies in history and jurisprudence.* 15 minutes).

53. Ancient Hindu system of medical jurisprudence.

(A lawyer. In person. Kautilya *Arthasastra*. Section on *Asumritapariksha*. 30 minutes).

54. Location of the original passage in Disraeli's works in support of the following statement of Dr. Besant said to have been made in 1908 :—"Benjamin Disraeli, Lord Beaconsfield, who became premier of Great Britain, was a man Eastern in heart though he dominated a typical Western nation, a man revelling in the splendour of an Eastern imagination and with his mind ever steeped in the poetry and the glamour of the East. When he won for the British monarch, in the teeth of British prejudice and democratic feeling, the splen-

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did title of Emperor of India, he argued for the adding of the Imperial to the Royal Crown, and he said that in the changes among nations Asia again might have her turn in Empire and that it might be that the centre of the Empire might shift from the unruly West to the loyal East, when the Monarch of the Empire might be enthroned in the great continent of India instead of the little Island of the northern seas...."

(An adult enquirer. By letter. Works of Disraeli. Biographies of Disraeli. Clarke (E.). *Benjamin Disraeli : the romance of a great career, 1804-1881.* P. 236. Disraeli. *Tancred.* 1847. "Let the Queen of the English.....transfer the seat of her empire from London to Delhi....." 1 day).

352 108 FACTS TO FIND

The beginner should locate the information sought in the following questions expeditiously and give exact reference to the source—call number, heading, title, page and extent of information. It is also desirable to indicate in detail the entire route followed, the difficulties, disappointments and helps met with.

1. Who are the awarding authorities for the Nobel Prize in Physics and Chemistry?
2. What are the terms of the Tata Scholarship?
3. On what day of the week was the Madras University opened?
4. What are the hill stations in India which are resorted to in summer and furnish information about each?
5. When was the Pamban Bridge opened?
6. Who got the Nobel Prize for Medicine in 1908?

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7. What is the total number of divorces and annulments of marriages in England and Wales for the years 1924-1929?
8. What are the Imperial Wireless stations in India?
9. What is the Date of Foundation of the National Research Council of Japan?
10. Who publishes the *Journal of philosophical studies*? What is the subscription?
11. What are the terms of the endowment for the Gifford Lectureship? Can you produce the text of the will of Gifford relating to this endowment?
12. Why is Madras called Chennapattanam?
13. Who were the Jagat Gurus of the Sringeri Muth in the 15th century? How long did each occupy the *Pitham*?
14. What are the symbols used in proof correction?
15. Who is Walter Gerlach? What are his works?
16. What is the subscription of the *Horological journal*? Who publishes it? What is its period?
17. "If the nose of Cleopatra had been shorter the whole face of the earth would have been changed." Who is the author of this saying? Where does it occur?
18. How many salutes are the following entitled to:—
    (1) Maharaja of Alwar,
    (2) Nizam of Hyderabad,
    (3) Maharaja of Bhavanagar,
    (4) Maharaja of Travancore.
    (5) Thakore Saheb of Rajkot.
19. Furnish the description of the Academic Robes in the Universities of Oxford and Cambridge?
20. Who is Fo-Hi or Fu-hee? Where can a short note about him be had?
21. When did M. C. T. Muthia Chettiar die?
22. What are the works of Gamaliel Bradford?
23. What are the seven famous wonders of the World?

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24. Who is "A.E."?
25. Who is the ruler of Banganapalle?
26. What is the period of Isvar Chandra Vidyasagar? Furnish a short account of his career in English?
27. Where does the story of King Nala occur?
28. What is the story connected with Muharram festival?
29. Furnish a short biographical note on Sir T. Muttusamy Aiyar.
30. What is the address of Emile Borel, the French mathematician?
31. What are the works of David Grayson?
32. When was Flora Annie Steel the Anglo-Indian novelist born?
33. Where can we get an abstract of Sir Isaac Newton's paper on "The new theory of light and colours"?
34. Name some important statues in the City of Madras?
35. What is the date of death of L. T. Hobhouse?
36. What are Sadras and Covelong noted for? Where are they situated?
37. What is Bara Wafat?
38. Why are the printed records of Parliamentary debates known as the "Hansard"?
39. What is Technocracy?
40. Where can be had a genealogical table of the kings of the Lunar Race in India?
41. Who are the diplomatic representatives of Persia in Great Britain and of Great Britain in Persia?
42. Select 5 or 6 dealers in perfumes in the City of Madras with their addresses?
43. In what part of Mahabarata does the Bhagavad-Gita occur?
44. Why is 'A 1' synonymous with first rate?
45. Who are the present cabinet members in England?
46. What are serpentine verses? Give a line or two for illustration.
47. Furnish the address of any four Chinese Associations in London?

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48. Furnish a plan of the City of Madras for the use of a foreigner who calls at the library.
49. Who uses the pseudonym "Alpha of the Plough"?
50. Furnish a short biographical note on John Bruce Norton.
51. How many died of street accidents in London in the years 1928-32?
52. Where can you have a short account of the Hindu ritual of Horse Sacrifice?
53. What is the address of George Bernard Shaw?
54. When were the following Royal Commissions instituted and what was the personnel?
    (1) Royal Commission on Agriculture in India,
    (2) Royal Commission on the Ancient and Historical Monuments in England,
    (3) Royal Commission on Labour in India,
    (4) Hilton Young Commission.
55. Where can be found a picture of (1) Srinivasa Ramanujan? (2) Andrew Carnegie?
56. What are the Indian Universities, which confer L.T. or B. T. Degree on submitting theses?
57. Who administers the Aden Government?
58. What is the address of the National Union of Teachers?
59. Give a list of a dozen biographies published in the year 1932.
60. Who were the Indian States' Representatives in the Second session of the Indian Round Table Conference?
61. Furnish a short account of the Academia Sinica?
62. Why is Sunday observed as a holiday?
63. Where was the 44th session of the Indian National Congress held? Who was the Chairman of the Reception Committee? Who was the President?
64. What is the Indian population in Egypt?
65. Furnish a short account of Tuskegee Institute.

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66. Name some important official publications or some authoritative non-official publications about the Argentine Republic ?
67. What is the address of Wiley & Sons (booksellers) America ?
68. Where can be had a short account of the Buckingham Canal ?
69. What is the Tamil equivalent of Gendrussa Vulgaris?
70. When was Sir Thomas Munro Governor of Madras?
71. What is the address of the P. E. N. Club with which Galsworthy is associated ?
72. Furnish a short account of the King Institute, Guindy.
73. Where can you have a portrait of the Nizam of Hyderabad ?
74. How many committed and how many attempted suicide in Great Britain in 1930.
75. Give the meanings of Abkari, Tahsil, Chaprasi, Pardanashin, Sangathan ?
76. What is the date of Foundation of the Geneva Institute of International Relations ?
77. Give a brief account of the views of various nations about eclipses.
78. What is the value of the Hyderabad Rupee in terms of the British India Rupee ?
79. Where can be had a map of India showing the principal economic minerals available therein ?
80. What are the daily newspapers published in Delhi ?
81. In the Japan year-book 1934, it is stated on page 454, that the area cultivated with industrial crops in 1932 amounted to 232,513.19 ha. and the production was valued at §74,105,277. What is ha? and what is § ? What is the Indian value of each of these units ?
82. What are the places in India where you have light-houses ?

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83. What are the places in the Madras Presidency where graphite occurs? Name some publications which give an account of them?
84. What are the rules governing the exercise of casting votes by Chairman?
85. Who is Steinach? When and where was he born?
86. Where can be had a list of articles contributed to foreign journals by Sir C. V. Raman?
87. What is the subject covered by the Nobel address of Max von Lane delivered in 1920? Has it been published? If so, when and by whom?
88. What books contain a picture or photograph of the Muttra Lion?
89. "When faith is lost, when honour dies, the man is dead!" Who said this and when?
90. What is the altitude of Kinchingunga?
91. Furnish a map showing the possessions of the East India Company in India in the year 1792.
92. What are the conditions of registration and membership of the Royal Society of Teachers?
93. Furnish a map to illustrate the world distribution of water-power.
94. Name one or two persons who broke the record in the stratosphere flight in the year 1935. What was the height reached?
95. Who presided over the annual meeting of the British Association for the Advancement of Science in 1932? What was the subject of the address?
96. Who is Lady Murasaki? What is she noted for?
97. What is the English equivalent of the following coins?

    (1) Talari, (2) Drachma, (3) Dollar (St. Settlements), (4) Dollar (U. S. A.), (5) Schilling.
98. Where can you find a portrait of Jeremy Bentham?
99. Furnish a picture of the National Flag of Poland.
100. Who is the author of the drama *Poetasters of Ispahan*?
101. When and by whom was macadamising invented?

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102. Can you furnish reference to *Tulabhara* (the ceremonial of weighing oneself against gold and giving it away as presents) as observed in India and elsewhere ?

103. What is the significance of the Sikhs wearing the *Kirpan* (dagger) ?

104. Who is the author of Existential Philosophy ? Where can we get a short account of its principles ?

105. What is " We Psychology "? Where is it expounded?

106. Where can the text of the address of Lord Linlithgow to the Central Advisory Board of Public Health be found ?

107. Where can we find a biography of John Woolman ?

108. What is the significance and area of prevalence of the symbol of a coiled serpent ?

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PART 4

BIBLIOGRAPHY

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CLASSES OF BIBLIOGRAPHY

4001 Books and readers compared. 4002 Immortals. 4003 More prolific. 4004 Greater in proportion. 4005 More individualistic.

401 Bibliography.

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402 Characteristics of classification.

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403 Economic chain.

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4031 Consumers' bibliographies.

4032 Distributors' (thought) bibliographies.

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4035 Producers' (thought) bibliographies.

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4111 Curricular bibliographies.

412 Authors' bibliographies.

4121 In works of reference.

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4123 Narrative bibliographies.

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421 Subject bibliographies.
422 Library catalogues.
4221 First approximation, author catalogue. 4222 Second approximation, dictionary form. 4223 Third approximation, syndetic form. 4224 Fourth approximation, classified form.
423 Book selection lists.

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4310 Father of bibliography. 4311 Universal bibliographies. 4312 Retrospective national bibliographies. 4313 Retrospective linguistic bibliographies. 43131 Catalogues catalogorum of Sanskrit works. 4314 Bibliographical societies.
432 Trade bibliographies.
4321 Traders' catalogues. 43211 Government publications. 432111 United States. 4321111 Periodical catalogues. 4321112 Retrospective general catalogues. 4321113 Retrospective special catalogues. 432112 Great Britain. 4321121 Periodical catalogues. 4321122 Retrospective general catalogues. 432113 India. 432114 Canada. 432115 Other countries. 432116 Some reflections. 432117 Some suggestions.
4322 Second hand catalogues.
4323 Reviewing periodicals.
4324 Publications of the day.
4325 Books in print. 43251 Great Britain. 43252 United States. 43253 Germany. 43254 India.

CHAPTER 44

PRODUCERS' (MATERIAL) BIBLIOGRAPHIES

441 Government.
4411 Great Britain. 4412 India. 4413 United States. 4414 France. 4415 Italy. 4416 International Copyright Office.
442 Binder bibliographies.
443 Printer bibliographies.
4431 Incunabula. 4432 Modern printing. 4433 Private presses.

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AUTHOR BIBLIOGRAPHIES

451 Early examples.
452 Early Sanskrit authors.
453 In biographies.
454 In collected works.
455 In memorial volumes.
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457 Cumulative indexes to abstracting periodicals.
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CHAPTER 46

SUBJECT BIBLIOGRAPHIES

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462 Range of materials.
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463 Range of subjects, forms, *etc.*
4631 Subjects. 4632 Forms. 4633 Odds and ends.
464 Range of information.
4641 Titles. 4642 Annotated lists. 4643 Abstracts.
465 Occurrence.
4651 In books. 4652 As independent books. 4653 In periodicals. 4654 As independent periodicals.
466 Up to-dateness.
4661 Closed variety. 4662 Occasional revision. 4663 Open variety.
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4671 Compiler. 4672 Agency. 4673 Organisation. 46731 National organisation. 46732 Uniformity in assembling. 46733 Specialist consultants.
468 Practical bibliography.
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CHAPTER 40

CLASSES OF BIBLIOGRAPHY

Reference service has been defined as the process of establishing contact between reader and book in a personal way. This means that the reference librarian should know the reader as well as the book. He must know the intellectual needs as well as the general psychological make-up of men and women. But so has everybody else who has to do with men and women. The doctor, the teacher, the political leader, the businessman, the insurance agent and the lawyer, for example, must know the psychological make-up of men and women as much as the reference librarian. Ability to understand human personality, to work on and with it, and to persuade persons to accept the service available and offered, that is, ability to deal with the human factor, which is common to all forms of service, is partly inborn and partly cultivable and it cannot be claimed to be an exclusive attribute of reference librarians. But what distinguishes him from the others is his proficiency in the other factor. It is not as much a special knowledge of the community of readers as that of the community of books that is his specific attribute. In a sense this knowledge is more difficult to build up and maintain.

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4001 Books and Readers Compared

For, compared to the community of books, the community of readers is smaller and less varied. It also grows much slower and the expectation of life of its constituents is again considerably smaller.

The span of life of books is many times greater than that of men and it may happen that some long outlive their usefulness and reliability except for purposes of antiquarian research.

4002 Immortals

Some books are immortal. The classics in any subject are so and we must be thankful for this. They even practice transmigration ; they run on from edition to edition. Books written before Christ are still growing young.

Who knows the number of editions and the number of translations and the number of epitomes we have had and are having of the *Bhagavad gita*, the *Holy bible*, the *Ramayana*, the *Hamlet*, *Euclid* and *Longinus*. In the case of some almost every week sees a new embodiment either *in extenso* or in substance. For example this very week, which is after all a random one, brings into the libraries of English speaking countries Paul Brunton's *Inner reality*, the last chapters of which are occupied by the *Gita* with all the freshness and radiance of a new born. Such books are immortal.

4003 More Prolific

As it obtains now, the number of new books and periodicals that get accessioned annually in a

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library is greater than the number of new readers that it picks up in a year. The Madras University Library, for example, adds about three thousand volumes a year ; but the new faces that appear in its stack-room and reading rooms are hardly a thousand. The community of books is more prolific than that of readers.

4004 GREATER IN PROPORTION

Again its stock is over a hundred thousand ; but the number of different readers that it has to serve in a year is less than ten thousand. Its experience is not abnormal. The proportion of the entire population in the area served by a library to the number of volumes it holds is nearly even in most places that have developed their libraries to a reasonable degree. Norway, which is richest in its book holdings, has three volumes per capita ; but it is an exception. Sweden has one and a half volumes ; England and America has each half a volume and the City of Madras, half a volume. But it is rarely that more than ten per cent. of a community uses its local library. Hence the proportion of books to readers in a library is on an average as ten to one.

4005 MORE INDIVIDUALISTIC

It is true that no two men are alike. But so far as their intellectual needs go, with which alone the reference librarian is concerned, they fall into a manageable number of classes. But, except in the case of text books, the books do not lend themselves to be sized up so easily. They are far more varied.

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It is particularly so with the successive tomes of the thousands of periodical publications which are daily gaining in importance and number since they were invented three centuries ago. There is again the all important, though subtle and slight, difference here, there and everywhere in the successive volumes of the ready reference books which are also gaining in value and number since they were invented a century ago. It is the job of the reference librarian to know their 'individuating particularities' rather than their common features.

401 BIBLIOGRAPHY

Thus a knowledge of the community of books is not merely the distinguishing feature of the reference librarian but also a most arduous and exacting one. A tool that the library profession has invented to facilitate the acquisition of this kind of knowledge is known as bibliography. Hence a book on reference service without a part on bibliography will be like *Hamlet* without the prince.

4011 FIGHT OVER DEFINITION

But the library profession has not been able to secure exclusive right over this word. Nor is it its creation. Many battles have been and are still being fought over it. The pages of the *Library* and the *Transactions* of the Bibliographical Society are reverberating with the echoes of such battle cries. Walter Wilson Greg, Stephen Geselee, and A. W. Pollard have been the chief combatants on the English soil. Jaques Brunet, Pie Namur and Gabriel Peignot were the fighters from France.

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F. J. F. Ebert, F. J. Kleemeier and Georg Schneider were among those who fought to the finish in the 'Father Land.' Terms like systematic bibliography, enumerative bibliography, historical bibliography, descriptive bibliography, topical bibliography and critical bibliography are among the spoils of the fight.

4012 EARLY DEFINITIONS

Bibliography was originally defined as the writing (in the mechanical sense) and transcription of books, but not their composition. The term was later expanded to include composition as well. It was the French that first enlarged the scope of this term. Ebert, the greatest of German bibliographers, gave as his definition of bibliography "in the greatest sense, the science that deals with the literary productions." His assertions culminated in a new definition of bibliography as 'the science of books.' But this is too wide a definition. It may mean anything. For, apart from the question whether bibliography is a science, or an art or a mere technique, books are entities in which several parties are differently interested.

4013 THE FINAL DEFINITION

But we are concerned here only with the definition of the term bibliography, as applied to the tools in daily use among reference librarians. This definition is the last of the ones recorded in the *New English dictionary*. It describes bibliography as a list of books of a particular author or books, or parts

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of books and even articles dealing with any particular theme, *i.e.*, the literature of a subject. It is now over half a century since this definition was framed. But usage has as usual forged ahead. The stress and strain of reference service has been pressing into the connotation of the term bibliography any list not only of books but also other forms of recorded knowledge, no matter who prepared them or for what purpose, and no matter whether it was prepared with particular themes in view or not. Although at first sight the term bibliography found in the setting 'reference service and bibliography' might recall to mind only 'the literature of a subject', those that have experienced life as reference librarians know the narrowness of such an interpretation; for the mental and physical attitude of a sincere reference librarian who takes his job seriously would be like the one associated with the Tamil saw :

கஞ்சி வரதப்பா! எங்கு வரதப்பா!

He would not let go without scanning with avidity any scrap of paper that may have a list in it. He alone knows the unexpected sources from which he has drawn solace.

We are therefore concerned here neither with the obsolete meanings of the term bibliography recorded in the *New English dictionary* nor with Ebert's omnibus definition. Nor are we satisfied with its definition as a list whose scope is restricted as severely as the *New English dictionary* would have it. But we shall define it as a list, no doubt, but as a list of the extended scope we have indicated.

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So far as the technique of the construction and the act of preparation might go, the reference librarian might not go beyond the restricted scope of 'the literature of a subject'; but so far as utilisation goes he will have to go the full length of the extended scope of the term bibliography—to lists of recorded information of any kind. Any brand of it may have to be pressed into the service of the reference librarian at any moment when his own distinctive species of bibliography proves inadequate. Often it will also happen that they form source books for the creation of his own species.

402 CHARACTERISTICS OF CLASSIFICATION

It is worth spending a while on bibliography in this most extended sense. Let us consider it from some fundamental point of view which will present the different kinds of bibliography in relation to one another. Throughout the volumes of the Madras Library Association publication series, four fundamental entities are explicitly or implicitly acting as guides. They are Time, Space, Energy and Matter. All analysis ultimately strikes its roots in them. Their existence in the background functioning as the main spring of thought may be more readily seen in the *Colon classification*, the *Prolegomena to library classification* and the *Theory of library catalogue*. They are referred to respectively as the chronological characteristic, the geographical characteristic, the problem characteristic or other equivalent terms and entity or material characteristic or other equivalent terms. The same four fundamental

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elements may be used here as the characteristics to distinguish bibliographies and to disclose their filiatory relationship.

4021 Matter

Matter corresponds to the physique of the reading material that is included in the bibliography. Records may be anything ranging from clay tablets, the earliest known materials, to the microfilm, the latest. They may be manuscripts to be further distinguished by the material on which the writing is made ; printed books to be further distinguished as incunabula and modern books and by other characteristics of internal and external form as periodicals, year-books, and government publications ; and pictures and illustrations—to be further distinguished by their peculiarities. We may include in a bibliography any one or all or any combination of such materials. Each such combination will give a class of bibliography.

4022 Energy

Energy corresponds to the nature of the interest that activates the compiling of the bibliography—the point of view or purpose. It depends on the party creating it and there are several such parties, *viz.*, (1) authors ; (2) printers ; (3) binders ; (4) governments ; (5) publishers ; (6) booksellers ; (7) book collectors ; (8) the library profession in which we can recognise three distinct constituent parties, *viz.*, (*i*) book selection librarians (*ii*) cataloguers and (*iii*) reference librarians ; and (9) the readers themselves.

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Each of these will build up bibliography and the 'science of books' in his own way. The totality of the "sciences of books" built up by them severally will be too much of a hotch-potch either to deserve the lable 'science' or to interest any body. But bibliographies—taken to denote lists produced by any of these—are as we have seen of interest to the reference librarian so far as their use goes though he will have to apply himself to the technique of their production only in the case of those which correspond to his own party and the party designated as readers.

Some of these different classes of bibliographies have special names of their own, *e.g.*, publishers' catalogue, booksellers' catalogue, rare books list, bibliophiles' bibliography, copyright catalogue, book selection list, library catalogues, and reading lists. Of these, book selection lists and reading lists may also be prepared by national agencies like governments or national library associations and national book councils. Those without a special name may be distinguished by the addition of an appropriate epithet, *e.g.*, author's bibliography, printer's bibliography and reference bibliography. In some countries the publishers and booksellers combine to make an exhaustive list of all the publications of the country. Such exhaustive lists and copyright catalogues are usually designated national bibliographies. What we have termed reference bibliographies are usually called subject bibliographies.

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Ordinarily the unqualified term bibliography usually denotes only a bibliophiles' bibliography, a subject bibliography, a national bibliography, an author bibliography or a reading list.

Of all the bibliographies it is the first mentioned that gives a most profuse and systematic description and history of each book—the authorship, transcript of the title page, edition, collation, illustrations, maps, year, printing, paper, binding, publisher, and 'travel' or change of ownership. Its primary aim is description rather than listing. Reading lists give the least amount of detail. The others lie somewhere between these two extremes in regard to the details that figure in them.

4023 SPACE

Space corresponds to the geographical area covered by the bibliography. It may be covered in one of two senses or both: the area of origin of the literature bibliographed or the area forming its subject matter. The geographical area may be the whole world, or any land-formation as a continent or a zone; or any water-formation as an ocean or a sea; or any political division usually referred to as empire or country or state or province or any administrative division like county, district, city, town, village, parish and so on; or a linguistic division like English speaking countries, Tamil speaking regions, Hindi speaking areas and so on. The area covered may be any of them or any combination of them. Each combination will give a class of bibliography. The different national and

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local bibliographies listed under class '1 Bibliography' of the main class 'Generalia' in part 5 are examples of this class of bibliography.

40231 COVARIANT OF SPACE

Space may also be taken to correspond to the language covered by the bibliography as language is normally a covariant of territory. It may be covered in one of two senses or both as in the case of geographical area. It may be a single language or a single dialect or jargon or any other variant of language or a single family of languages or any combination of any number of languages or variants or families. Each combination will give a class of bibliography. An outstanding example of this class of bibliography is H. W. Wilson Company's *Cumulative book index : world list of books in the English language*. 1939. It is an annual bibliography of this kind.

4024 TIME

Lastly the time characteristic will give its own classes of bibliography according to the period covered. Two particular species based on time characteristic are worth mentioning, *viz.*, closed and open ones. A bibliography is said to be 'closed' if it is published once for all. On the other hand it may be designed so as to be augmented from time to time as new literature comes into existence. The augmentation may take one of several forms. A periodical supplement may be issued at stated intervals or at irregular intervals as and when warranted or possible and the supplements may be

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cumulated progressively at stated intervals, say, once in a quarter or once in a year or once in five years or once in ten years or as and when found feasible. The cumulation may or may not include the basic volume. Some of the older entries may in some cases be jettisoned out in the process of cumulation, either to reduce the size or for other reasons such as eclectic urge. The open species cannot flourish unless it is in the hands of a permanent organisation like the State or a public body, national or local, but of a perpetual nature. A survey of the uncompleted, discontinued and unre-edited bibliographies will form a pathetic confirmation of this statement.

4025 Fourfold Infinity

Now the divisions based on the four trains of characteristics considered—*viz.*, time train, space train, energy train and matter train—may be taken in every possible combination. In other words we may take the links of the chains belonging to these four trains of characteristics to lie distributed in four dimensions. Any connex in this four dimensional distribution of links corresponds to a class of bibliography. This shows how many varieties of bibliographies may arise. In fact a fourfold infinity is indicated.

4026 Universal Bibliography

Any class of bibliography may be further distinguished or sub-divided according to its completeness or selective nature. That which lists all

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books and all records whatever be the materials used, produced in all countries, in all languages, at all times and on all themes, may be termed a universal bibliography. It will form the bibliographical apex of the world. However it is at present and perhaps ever will be, only a theoretical concept. Some dreamers have, no doubt, attempted to make it a reality but all such attempts have so far gone only the way of dreams. What a colossal and impossible task it would be to make a universal bibliography an actuality can be realised if we make our mind gather together all the clay tablets, stone slabs, wooden boards, palmleaves, papyri, paper manuscripts and writings on every other kind of material that had been or will ever be used anywhere to write books on, all the products of the printing press from its very inception to the present moment—from the first book printed by Gutenberg to the last book printed to-day—and the latest variety the filmed book.

40261 The World of Print

Even supposing we restrict ourselves to the universe of printed books

> " Some idea of its size is given by Iwinski[88] who, in 1911, published the results of an elaborate statistical study of book production. He estimated that there were then in the world twenty-five million ' different books.'
>
> " We should however find need to correct this figure if we bear in mind that Iwinski limited his estimate to

88. Iwinski (M.B.). *Statistique internationale des imprimis* in Institut International de Bibliographie. *Bulletin*, 16. Pp. 1-139.

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'different books,' and did not take into account different editions, reprints, issues, variant copies, etc., of the same book ; neither did he include such occasional, fugitive, ephemeral items as maps, charts, prints, proclamations, music, engravings, broadsides, news-sheets, newspapers, sermons, almanacs, etc., which would swell his estimate to an enormous extent."[89]

With such a bewildering number of materials in print, representative copies of which are not found collected in any one library but have to be listed by a world travel, it is no exaggeration to say that a universal bibliography is an impossibility. Even here we have overlooked for the moment the Newtonian enunciation that time flows uniformly and time creates new books in print as it flows. Who knows how many books would have been brought into existence by the printing presses of the world between the moment of writing these words and that of their coming out in print ? The following tables indicate the rate of annual book production for some countries.[90]

INTERNATIONAL BOOK PRODUCTION STATISTICS

Name of the country.	Number of books published
1. Russia	36,680
2. Germany	31,026
3. Japan	19,967
4. Great Britain	13,810
5. France	11,922

89. *Essays offered to Herbert Putnam....on his thirtieth anniversary as librarian of Congress.* P. 114.

90. Ranganathan (S.R.). *Five laws of library science.* 1931. (Madras Library Association, publication series, 2). P. 279.

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Name of the country	Number of books published
6. United States	10,153
7. Poland	6,888
8. Italy	6,533
9. Holland	6,103
10. Denmark	3,293
11. Sweden	2,652
12. Spain	2,374
13. Switzerland	1,909
14. Norway	1,238

We are indebted to the Educational Commissioner with the Government of India for the following figures in respect of annual book-production in India.

STATEMENT SHOWING THE NUMBER OF PUBLICATIONS REGISTERED IN DIFFERENT PROVINCES IN INDIA DURING THE YEAR 1938

Name of Provinces	Number of publications registered
1. Madras	3,940
2. Bombay	3,460
3. Bengal	5,419
4. United Provinces	2,708
5. Punjab	2,366
6. Bihar	176
7. Central Provinces and Berar	199
8. Assam	19
9. North-West Frontier Provinces	23
10. Orissa	463
11. Sind	452
12. Delhi	357

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250,000 books per year is a modest estimate of the present rate of the world's publishing capacity. To those who know this, need it be said that the time monster would make a universal bibliography in the strictest sense impossible at any moment?

40262 Attempting the Impossible

And yet an attempt at the impossible has been made and for this purpose of creating a universal bibliography an international organisation was founded at Brussels in 1895. Its name is indicative of its wish. The Institut International de Bibliographie of Brussels has not however undertaken a thorough sweep of the world by actual circumambulation. It is contented with the scissoring up of the chief printed catalogues which it manages to secure, through its honorary correspondents at different national headquarters. Still it has already accumulated more than 20,000,000 entries! What cost? What use?

Here is the opinion of Sir Frederic G. Kenyon:[91]

"The fear is sometimes expressed that all this complex machinery may defeat its own end. The universal bibliographies which some desire are likely to break down through their own weight. The bulk of such work would be crushing, its ramifications bewildering; it is almost impossible that it should be up to date, and the research worker is in danger of being delayed as much as he is helped by it."

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91. *Aslib directory, a guide to sources of specialised information in Great Britain and Ireland.* 1928. P. vi.

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40263 WHAT IS PRACTICABLE

A more modest belief current among bibliographers, librarians and scholars is that a universal bibliography in such a severe sense is not a necessity. For where is the omniscient polyglot who can benefit by the babel of tongues it would prove to be ! They advocate the building up of a thorough national bibliography by each of the publishing countries of the world and the continuous up-to-dating of them by annual supplements and cumulations at longer intervals. A collection of such national bibliographies will be a far more practicable and helpful equivalent of a unitary universal bibliography.

4027 SELECT BIBLIOGRAPHIES

All classes of bibliographies that exist are only select bibliographies in the ultimate sense, *i.e.*, in the sense that they are not universal—universal in material, purpose, language, space and time. However, it is possible for the bibliography of a particular class to be complete within the limits of the material, the point of view, the language, the geographical area, and the period defining it. It is only a bibliography that is not complete within the limits appropriate to its class that need be called a ' Select Bibliography ' for all practical purposes. Those that do not recognise what we have called authors' bibliography, reading list and book selection list as classes distinct from the class designated reference bibliographies would call them also select bibliographies. The selection may be

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made on any number of bases and it may involve an infinitely varying degree of elimination.

403 Economic Chain

There is another mode of classifying bibliographies. The resulting classification will be virtually that arrived at in section '4022 Energy' on the basis of what was termed the energy characteristic. But we shall present it from a slightly different angle. We shall use the terminology of the economists. We shall treat books as commodities. We shall take into consideration the producers, the distributors and the consumers of these commodities. We shall look upon bibliographies as catalogues of the commodities prepared from the special points of view of the various parties.

4030 Books as Double Entities

We start by saying that books are double entities. Some people have to care for them and some even find satisfaction in them, mainly if not solely, as mere material commodities. There are others who have to care for them and find satisfaction in them, mainly if not solely, as thought made tangible and communicable without the necessity of the originator and the receiver of the thought coming into personal contact with each other.

Here is a diagrammatic representation of the economic chain showing the parties who consume, distribute and produce this double commodity :

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1. Consumers	11 Readers 12 Authors
2. Distributors (Thought)	21 Reference librarians 22 Library cataloguers 23 Book-selection agencies
3. Distributors (Material)	31 Bibliophiles 32 Booksellers 33 Publishers
4. Producers (Material)	41 Governments 42 Binders 43 Printers
5. Producers (Thought)	5. Authors

40301 PHASES OF THE CHAIN

Five phases may be recognised in the above economic chain :

1. Consumers ;
2. Distributors (thought) ;
3. Distributors (material) ;
4. Producers (material) ; and
5. Producers (thought).

Accordingly we may recognise five classes of bibliographies :

1. Consumers' bibliographies ;
2. Distributors' (thought) bibliographies ;
3. Distributors' (material) bibliographies ;

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4. Producers' (material) bibliographies ; and
5. Producers' (thought) bibliographies.

40302 The Links of the Chain

In the economico-bibliographical chain, each of the phases, except the fifth, is shown with more than one link. Corresponding to these links we have classes of bibliographies which may be respectively called :

11 Reading lists ;
12 Authors' bibliographies ;
21 Subject bibliographies ;
22 Library catalogues ;
23 Book-selection lists ;
31 Bibliophilic bibliographies ;
32 Booksellers' catalogues ;
33 Publishers' catalogues ;
41 Copyright lists ;
42 Binder bibliographies and
43 Printer bibliographies
5 Author bibliographies

40303 Junction Links

Some of these links are deliberately put at the junctions of phases. They may be called junction links. The significance of this and of the appearance of " Authors " twice among the links will presently become clear.

4031 Consumers' Bibliographies

Readers constitute the ultimate consumers of the intellectual content of prints. Authors, whether primary creative authors or compilers like those of reference books, histories and surveys, are both

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consumers themselves and indirect helpers to the ultimate consumers. They have had to consume the literature cited by them in the very process of the creation or compilation of their own works. Fortunately, it has now become a healthy practice for such consumers to lay bare in their works an exhaustive list of all that they consumed, for the benefit of their readers. But when they read the literature cited by them, they do so primarily for their own pleasure and edification, though a bibliography is incidentally created and this bye-product turns out to be of immense benefit to other comsumers. In this, authors resemble Sabari who herself tasted everything in collecting offerings to the Lord—Sri Rama. Thus they are at once consumers and distributors. Their bibliography is like the plums of Sabari, tasted by themselves and yet meant for distribution. That is why the authors' bibliography is put at the junction of consumers' bibliography and distributors' (thought) bibliography.

4032 DISTRIBUTORS' (THOUGHT) BIBLIOGRAPHIES

As we have stated just now the phase of distributors' (thought) bibliographies claims a share of the link—authors' bibliography. This and subject bibliography, viewed as distributors' bibliographies, are solely concerned with books as embodied thought. Even parts of books figure in them. Their unit belongs to the universe of thought. But both cataloguers and book-selection agencies, though primarily interested in books in a similar way, are

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obliged to reckon the physical book as the indivisible unit in their respective operations. Thus there is a touch of materialism in what they contribute to the world of bibliography.

No doubt, the codes for cataloguers provide for analytical entries displaying parts of books. But, in practice, cataloguers are obliged to be very sparing in such entries and, in fact, they gladly abstain from giving such entries in all cases where subject bibliographies have come into existence.[92] But book-selection agencies have no interest whatever in such analysis of books and they severely refuse to go beyond the book as a physical unit.

4033 DISTRIBUTORS' (MATERIAL) BIBLIOGRAPHIES

Thus of all the links belonging to the phase of distributors' (thought) bibliographies, the book-selection lists come nearest to the next phase of distributors' (material) bibliographies. The link, bibliophilic bibliography, occurs at the junction of these two phases. That is appropriate because a bibliophile's interest is often divided between the book as a physical commodity and as embodied thought.

The distributor (material) phase has exclusive possession of the link, bookseller, only. For the third link, publisher, also is at the other junction. He plays a double role. He is at once a producer and a distributor. And he usually couples himself with the bookseller in his bibliographical activities. For these reasons the phase of distributors' (thought)

92. Ranganathan (S.R.). *Theory of library catalogue*. 1938. (Madras Library Association, publication series, 7). Chapter 33.

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bibliographies, which has at its core reference bibliography alias subject bibliography that is quite pure, is made to comprehend the slightly materialistic library catalogue and book-selection list and to share with the class of consumers' bibliographies the pure but amphibious authors' bibliographies and to agree not to disown altogether the highly materialistic but amphibious bibliophiles' bibliography.

So also the phase of distributors' (material) bibliographies is made to comprehend not only the trade lists of every variety, selective as well as exhaustive and first hand as well as second hand catalogues, but also the bibliophiles' bibliography and publishers' catalogues.

4034 Producers' (material) Bibliographies

The first link in this phase is the government, which is interested in having a control over the production of books and of late in taking an accurate measure of the flow of literature from the printing presses within its area. In fact it is this link that produces a book-list more often than the other links, *viz.*, the printers and the binders, of the phase under consideration.

4035 Producers' (thought) Bibliographies

This last phase has only one link shown against it. It is the author. Even this is done only to make the economic chain complete. For authors, though the primary producers, seldom collectively or severally make a list of their production for

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purposes of purvey. It is no doubt extraordinary that it should be so. We never come across such an oversight or forgetfulness—or is it modesty! —in the sphere of material commodities. Whatever be the reason for this and however exalting such reasons may be, we are here concerned with stating that this phenomenon has been disturbed during the last half century, when many librarians and scholars have begun to fill up the gap by producing author bibliographies, either as distinct books or as parts of composite books[93] like memorial volumes.

93. Defined in Ranganathan (S.R.). *Classified catalogue code.* 1934. (Madras Library Association publication series, 4). Rule 0841.

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CHAPTER 41

CONSUMERS' BIBLIOGRAPHIES

Consumers' bibliographies were rather late in appearing. The variety called authors' bibliographies appeared during the last century, as the standard of editing improved. But the variety called reading lists is of contemporary origin. It is one of the concomitants of the establishment of the Laws of Library Science in power and the consequent emergence of the vitalising spirit of reference service in the libraries of to-day.

411 Reading Lists

A reading list is an eclectic bibliography. Its purpose is the satisfaction of an individual reader or a particular class of readers—actual, anticipated or potential. Not only books but also portions of books and articles in periodical publications come within their purview. We shall denote the category formed of them as 'literature' following the usage recorded in the *New English dictionary* in its last definition of bibliography. Reading lists may arrange their entries in graded groups and add annotations. Though expensive, they are most helpful, as they can be intimately attuned to the exact needs of a reader. They are prepared *ad hoc*, often by the reference staff itself and sometimes by the reader himself. They are so individualistic and

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should therefore be so many in number that they cannot figure much among the printed bibliographies functioning as a tool of the reference librarian for familiarising himself with the community of books. An account of reading lists—their value, their preparation and instruction to readers in the preparation—will be given in another volume of the Madras Library Association publication series[94].

In recent years certain national organisations have begun to print such reading lists in the form of leaflets.

Examples :

1. The National Book Council of Great Britain founded in 1925 has been publishing reading lists on various topics from month to month. They are usually compiled by experts and sponsored by organisations concerned with the various subjects. The lists are by no means exhaustive ; their purpose is to supply accurate information about the *more* important books on specific subjects, and in order to ensure that the information shall be up-to-date, each list is revised from time to time and re-issued. Author, publisher and price are given for each title. Here are some illustrative lists :

List Number	Title	Sponsored by
46	*Birth control and population problems*	Society for Constructive Birth Control and Racial Progress

94. Ranganathan (S.R.). *School and college libraries*. 1942 (Madras Library Association, publication series, 11).

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List Number	Title	Sponsored by
77	*Birth prevention, the case against*	League of National Life
127	*Indian constitutional reform*	School of Oriental Studies and Royal Empire Society
136	*Poland*	Polish Bibliographical Institute
137	*Portugal*	Case de Portugal
141	*Cinematography*	British Film Institute

2. The Madras Library Association has published the following reading lists in its bibliographical series :

1. *Plant life for everybody*
2. *Electricity, the servant of everybody*
3. *Chemistry in everyday life*
4. *Library work in schools*
5. *Library companion to the S.S.L.C. English texts.* 1934-1939.

3. For the many readers with scientific leanings the American Association for the Advancement of Science has undertaken to provide a series of selected reading and study lists in the larger fields of science. There are 27 such lists " which aid in selection by more than 300 specialists in colleges, libraries, museums, and research institutions. The fund for printing the lists was generously provided by the Carnegie Corporation of New York.

" These lists have a threefold object : (1) To select and describe a few authentic and especially interesting books acceptable to the 'general reader'; (2) to supplement these with several introductory treatises in understandable style ; (3) to suggest a group of textbooks for more advanced study by ambitious

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amateurs or persons studying by themselves. Books listed can generally be borrowed from libraries, or bought from book-stores. Libraries which lack these titles may be able to borrow them from the state library, or some other large library, by the inter-library loan system."[95]

4111 Curricular Bibliographies

Official syllabuses and courses of studies often provide a select list of books for detailed study and consultation. They are virtually reading lists. We may call them Curricular Bibliographies. Such lists are usually very brief and may constitute a bibliography of the " best books " on the subject. They provide a good starting point for study. Such curricular bibliographies form nowadays a regular feature of the calendars of universities and the handbooks of professional organisations which are empowered to examine and certify or license practitioners of the profession. While they are of considerable help to freshmen, experienced reference librarians would have long outgrown their use and they do not figure in bibliographies of bibliographies.

412 Authors' Bibliographies

By authors' bibliographies is meant the lists of books, portions of books, periodical publications and individual articles, found scattered in the pages and often in the footnotes of books and periodical publications. In some cases they may

95. American Association for the Advancement of Science *with the co-operation* of the American Library Association. *Science booklist.* No. 1. 1934.

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be found collected together at the ends of books or at the ends of chapters in books or of articles in periodical publications. Such a bibliography is usually confined to the literature used by the author himself. It is given to secure an air of authority for his own statements and to make verification easy. It may also incidentally furnish starting points for further study and research. But all books and articles do not give such bibliographical data. Certainly all do not give them to the same extent. They have become a common feature only during our time. Usually American books give full data. In some cases the bibliography is not a selection; it is complete for the theme under exposition. The reference staff should find out the books that are rich in this respect and advise the cataloguing section to prepare analytical entries in all worthwhile cases. While the reference librarian should remember their existence and know to exploit them fully, they do not lend themselves to a special and systematic study as in most cases they are, by their very nature, necessarily scattered. They do not figure to the necessary extent in bibliographies of bibliographies even when found collected together to an impressive length at the ends of books instead of being scattered.

Examples :

1. Wyckoff (Ralph W.G.). *The structure of crystals*. Edn. 2. 1931 ; together with *Supplement for* 1930-34 to the second edition. 1935.

contains " A bibliography of crystal structure data " which extends through 141 pages and lists 4791 items including books and periodicals.

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But this may be denied a place in a bibliography of the bibliographies on crystal structure.

Whereas,

Morse (Jared Kirtland). *Bibliography of crystal structure.* 1928.

which is virtually an extract from Wyckoff for the year 1912-1927 with negligibly few additions would get listed in such a bibliography of bibliographies.

Such anomalies should be sought to be set right by the analytical entries of a library catalogue and it is the duty of the reference staff to see that they are so set right.

2. Knuth (Paul). *Handbook of flower pollination.* 1906. V. 1.

contains a "Bibliography of flower pollination" which extends through 169 pages and lists 3,860 items including books and articles.

This is perhaps the only sumptuous bibliography on the subject in the library. The library catalogue should give an analytical entry for the bibliography.

3. Frazer (J.G.). *The golden bough, study in magic and religion.* 1911-1915. 12V.

devotes nearly half a volume to bibliography.

4. Briffault (Robert). *The mothers: a study of the origins of sentiments and institutions.* 3V. 1927.

has a bibliography of 197 pages.

5. Forsaith (D.M.). *A handbook for geography teachers.* 1932.

devotes 236 out of its 336 pages to a bibliography of geography.

6. Woody (Thomas). *A history of woman's education in the United States.* 2V. 1929.

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gives an exhaustive bibliography in appendix II which extends through 109 pages. On page 506 it adds a bibliography of bibliographies as well.

4121 IN WORKS OF REFERENCE

A particular class of 'authors' bibliography' is what is at the ends of articles in encyclopaedias, biographical dictionaries and other reference books. It is usually brief but very valuable. The items included in it are either comprehensive and highly authoritative ones or are themselves rich in 'authors' bibliography.' But it must be remembered that every work of this kind does not give a bibliography as example 3 below will show. With occasional exceptions like the one cited in example 2 below, this class of bibliography also is not less diffuse than the authors' bibliographies found in books and periodicals and hence do not find a place in bibliographies of bibliographies. However, they form the starting point of long-range reference service more frequently than any other species of selective bibliography.

Examples :

1. *The Encyclopaedia Britannica*, the *Encyclopaedia of social sciences* and the *Dictionary of national biography*

give select bibliographies at the end of important articles. But,

2. *The standard cyclopaedia of horticulture*. 6V. 1914.

does not give a bibliography at the end of each article. But it devotes pages 1,523 to 1,562 to bibliography. If it is remembered that this bibliography is geographically limited to Canada and the United States, it can be inferred that it is a long one. In fact, it is claimed to be exhaustive.

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3. *The standard cyclopaedia of modern agriculture and rural economy*. 12V. 1910.

gives no bibliography whatever.

4122 IN HISTORIES OF SUBJECTS

Another class of 'authors' bibliography' that needs mention is to be found in treatises expounding histories of subjects. The literature that figures most in such histories is chosen for its outstanding contribution to the field of thought chronicled. Ordinary text books and expository articles in periodical publications do not usually find a place in them. Most of the citations in them are believed to have been landmarks in history. On account of their diffusion throughout the book as in the case of the other types of authors' bibliographies, they too do not often get a place in bibliographies of bibliographies. They are of service to the reference librarian particularly, while assisting readers interested in the evolution of ideas and their record.

Here are some examples. The place where the bibliography is to be found is indicated within brackets at the end of the title.

1. Sarton (George). *Introduction to the history of science*. 2. V. in three parts. 1927-31. (In the text itself).
2. Murray (Robert H.). *Science and scientists in the nineteenth century with an introduction by Sir Oliver Lodge*. 1925. (Footnotes. Pp. 409-425).
3. Smith (David Eugene). *History of mathematics*. 2 V. 1923-1925. (Footnotes. V. 1. Pp. xiii-xvi).
4. Cajori (Florian). *A history of mathematical notations*. 2 V. 1928-29. (Footnotes).

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5. Waterfield (Reginald L.). *A hundred years of astronomy.* 1938. (Pp. 491-499).
6. Dikshit (Sankara Balakrishna). *Bharatiya jyotis sastra.* 1896. (In the text itself).
7. Cajori (Florian). *A histroy of physics.* 1929. (Footnotes).
8. Geiger (H.) and Scheel (Karl). *Hrsg. Handbuch der Physik.* B.I. *Geschichte der Physik. Vorlesungstechnik.* 1926 (Footnotes).
9. Mogoun (F. Alexander) and Hodgins (Eric). *A history of aircraft.* 1931. (Footnotes. Pp. 437-442).
10. Walton (Robert P.). *A comprehensive survey of starch chemistry.* V. 1. 1928. (Ends of sections. Whole of Part 2. 330 Pp.).
11. Drachman (Julian M.). *Studies in the history of natural science.* 1930. (Footnotes. Pp. 441-478).
12. Green (J. Reynolds). *History of botany.* 1860-1900. 1909. (Pp. 507-538).
13. Gras (N.S.B.). *A history of agriculture in Europe and Amercia.* 1926. (Ends of chapters).
14. Sudhoff (Karl). *Ded. Essays on the history of medicine, ed. by Charles Singer and Henry E. Sigerist.* 1924. (Pp. 389-418).
15. Mukhopadhyaya (Girindranath). *History of Indian medicine.* 3 V. 1923. (Text. V. 2. Pp. 81-95).
16. Gardner (Helen). *Art through the ages.* 1927. (Ends of chapters. Pp. 479-490).
17. Pijoan Y Soteras (Jose). *History of art, tr. by R. L. Roys.* 3 V. 1927-1928. (Ends of chapters).
18. Ward (A.W.) *etc. Ed. Cambridge history of English literature.* 15 V. 1908-1927. (End of each volume).
19. Trent (W.P.) *etc. Ed. A history of American literature.* 4 V. 1918-1921. (End of V. 1, 2 and 4).

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20. Winternitz (M.). *Geschichte der indischen Litteratur.* 3 B. 1909. (Footnotes).

21. Konow (Sten). *Das indische Drama.* 1920. (Ends of sections).

22. De (Sushil Kumar). *Studies in the history of Sanskrit poetics.* 2 V. 1923-1925. (V. 1. In the text itself. Footnotes. Ends of chapters).

23. Visvanatha. *Sahitya darpana, ed. by P. V. Kane.* 1923. (Introduction. Pp. i-clxxvii).

24. Saksena (Ram Babu). *A history of Urdu literature.* 1927. (In the text).

25. Purnalingam Pillai (M.S.). *Tamil literature.* 1929. (In the text itself).

26. Rice (Edward P.). *A history of Kanarese literature.* 1921. (In the text itself).

27. Chenchiah (P.) and Bhujanga Rao (Raja M.). *A history of Telugu literature.* 1930. (In the text itself).

28. Haraprasad Shastri. *Survey of manuscript literature on Sanskrit grammar, lexicography, prosody and rhetoric.* 1931. (In the text itself).

29. Belvalkar (Shripad Krishna). *Systems of Sanskrit grammar.* 1915. (In the text itself).

30. Zachariae (Theodor). *Beitrage zur indischen Lexicographie.* 1883. (In the text itself).

31. Kesava. *Kalpadrukosa, ed. with a critical introduction by Ramavatara Sarma.* 2 V. 1928-1932. (V. I. Introduction. Pp. vii-lxii).

32. Farquhar (J.N.). *An outline of the religious literature of India.* 1920. (Footnotes. Pp. 362-405).

33. Bhagavad Datta. *History of vedic literature.* 2 V. in 3 Pts. 1926-1931. (In the text itself. Footnotes).

34. Dresser (H.W.). *A history of modern philosophy.* 1928. (Footnotes. Ends of chapters).

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35. Radhakrishnan (S.). *Indian philosophy*. 2 V. 1923-1927. (Footnotes).
36. Satischandra Vidyabhushana. *History of Indian logic*. 1921. (Footnotes. In the text itself).
37. Vacaspati Misra. *Tattvabindu with Tattvavibhavana by Risiputra Paramesvara, ed. by V. A. Ramaswami Sastri*. 1936. (Introduction. *Short history of Purvamimamsa Sastra*. Pp. 1-150. Appendices 1 and 2).
38. Flugel (J.C.). *A hundred years of psychology*. 1833-1933. (Pp. 363-372).
39. Kandel (I.L.). *History of secondary education*. 1930. (Pp. 543-557).
40. Wright (J.H.). *Geographical lore of the time of the crusades*. 1925. (Pp. 491-543).
41. Bury (J.B.) *etc. Ed. Cambridge ancient history*. 12 V. 1923-1939. (End of each volume).
42. Ward (A.W.) *etc. Ed. Cambridge modern history*. 14 V. 1902-1912. (End of each volume).
43. Dunning (W.A.). *History of political theories*. 3 V. 1919. (Ends of chapters. End of each volume).
44. Gettell (Raymond G.). *History of political thought*. 1925. (Ends of chapters).
45. Haney (Lewis H.). *History of economic thought*. 1936. (End of the book).
46. Hertzler (Joyce O.). *The social thought of the ancient civilisations*. 1936. (Footnotes. Pp. 389-395).
47. Wallis (W.D.). *Culture and progress*. 1930. (Footnotes. Pp. 448-493).
48. Kane (P.V.). *History of dharmasastra*. V. 1. 1930. (In the text itself. Appendices A and B).

4123 NARRATIVE BIBLIOGRAPHIES

Lastly we have a very important species of select bibliographies, where the selection is usually on a very generous scale—almost deserving to be

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described as 'complete.' They are not avowedly built as bibliographies and yet they actually live on their bibliographical content and value to a considerable extent. We may call them narrative bibliographies. Their object is to give a connected expository survey of the work done in their special fields of thought either in a particular period of time, say a year, or up to the moment of publication. The work done has usually to be measured and described by the citation of the literature produced in the field. They take the form of narrative and not of lists. Such narrative bibliographies are particularly rich in reference to articles appearing in periodical publications. Unlike other selective bibliographies they deserve a place in bibliographies of bibliographies and form effective tools in the hands of reference librarians, who wish to acquire a thorough familiarity with the community of literature.

Narrative bibliographies occur both in "closed" and "open" forms.

Examples :

Closed Forms. Retrospective

1. *Selected topics in algebraic geometry, being report of the Committee on Rational Transformations.* 1928. forming Bulletin No. 63 of the National Research Council of the United States of America, declares itself openly as a narrative bibliography.

"The purpose of this report is to give a brief, connected, and comprehensive survey of the literature on certain

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topics in algebraic geometry. It is designed primarily as an aid to investigators in this field."[96]

A taste of its bibliographical flavour can be got from the following extract from the ninth section of its ninth chapter :

" G. Humbert (38), (39) and (40) gave the first illustration in connection with a particular form of the Kummar surface. The method employed is transcendental, but it can be expressed as the product of two projections of the surface upon itself from two nodes— thus two monoidal involutions. Another illustration was furnished by P. Painleve (76), which involved these elliptic functions which admit complex multiplication. J. I. Hutchinson (41) and (42) showed that the methods previously employed could be applied to the general Kummar surface and to certain other surfaces birationally equivalent to it."[97]

This is backed by the following references given at the end of the chapter :

38. Humbert, G. J. de Math. (5), 6 : 279-386 (1900).
39. " C.R., 126 : 394-397 (1898).
40. " C.R., 126 : 508-410 (1898).
41. Hutchinson, J.I. Am. M.S. Bull. 6 : 328-337 (1900).
42. " Am. M.S. Bull. 7 : 211-217 (1901)
76. Painleve, P. C.R., 126 : 512-515 (1898).[98]

2. J. W. Mellor's sixteen volumes constituting *A comprehensive treatise of inorganic and theoretical chemistry*, 1922-1937, is virtually a narrative bibliography of huge dimensions. The word 'Treatise' appearing in the title should not deter us from evaluating them in this manner. Mellor himself

96. P. 3. 97. P. 245. 98. P. 249.

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has designed them with such a value in view. Here are his own words (Italics are ours) :

> "It has been a heavy task to prepare a *comprehensive review* of so vast a field.... Every attempt has been made to ensure that each volume *embodies the information available when sent to the press* and subsequent developments can readily be traced in the *Abstracts of chemical societies*. There have, however, been great developments in recent years..... These developments have rendered it advisable to prepare two Supplementary Volumes, which will bring the subjects up-to-date and *include the results of the most recent research*."[99]

Every section of these volumes is studded with bibliographical information and this is reinforced by a long list of exact references given at the end of the section. For example, section 9 of volume 16 which is entitled " the structure of platinum " occupies three pages and the appended list of references occupies a little over one page. The bibliographical saturation of the narrative part can be inferred from the following three sentences which are typical and form the beginning of the section referred to :

> " R.J. Hauy first suggested that the crystals belong to the cubic system. He said *la forme de petits cristaux de platine m'a paru etre celle du cube* ; A. Breithaupt confirmed this with crystals of platinum from Russia ; and F. Mohs said that the crystals are hexahedral. G.B. Soverby found native platinum with a laminated structure."[100]

These three sentences are backed by the citation of the following references in the appendix to the section :

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99. V. 16. P. *v*.

100. V. 16. P. 59.

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"A. Breithaupt, Pogg. *Ann.* 8, 501, 1826; R. J. Hauy, *Traite de mineralogie*, Paris, 3, 226, 1822; F. Mohs. *Anfangsgrunde der Naturgeschichte der Mineralreichs*, Wien, 527, 1832; G.H. Sowerby, *Ann. Phil.* 16, 233, 1820."[101]

3. The volumes of the Recent Advances Series promoted by J. & A. Churchill are rich in narrative bibliography. New editions of these volumes are being brought out from time to time, bringing the bibliography up-to-date. There are 50 volumes in the series.

George W. Bray's *Recent advances in allergy (asthma, hay-fever, exzema, migraine, etc.)* whose first edition came out in 1931 and the third in 1937, may be taken as an example. It is a book of 485 pages and the number of bibliographical references is estimated to be 1660.

OPEN FORMS. CURRENT

Reports on Progress

1. *Reports on the progress in physics* being published by the Physical Society of London since 1935 is a bibliographical annual of the narrative variety. The characteristic of a narrative bibliography is well expressed by a sentence in the introductory paragraph of the chapter on the *Cyclotron and some of its applications* occurring in the volume of 1940.

"It seems probable, however, that a brief survey of the whole subject, serving as a kind of skeleton on which to hang as complete a bibliography as possible will best serve the purpose of these *Reports*."[102]

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101. V. 16. Pp. 61-62. 102. P. 125.

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The bibliographical ring of this chapter can be seen from the three following sentences taken from section 6 of the chapter:

"The power valves used in this case were usually of a type which has been described by Sloan, Jenkins and Thornton (19). The construction of such valves is relatively straightforward. With the advent, however of devices for stabilizing the magnetic field (20, 12) it became advantageous to maintain more nearly constant the frequency of the radio-frequency supply to the dees."[103]

The following are the corresponding bibliographical details taken from the section 'References' given at the end of the chapter:

12. Henderson, M.C. and White, M.G. "The design and operation of a large cyclotron." *Rev. Sci. Instrum.* 9, 19 (1938).

19. Sloan, D.H., Thornton, R.L. and Jenkins, F.A. "A demountable power-oscillator tube." *Rev. Sci. Instrum.* 6, 75 (1935).

20. Wynn-Williams, C.E. "An automatic magnetic field stabilizer of high sensitivity." *Proc. Roy. Soc.* A. 145, 250 (1934).[104]

2. The *Annual reports on the progress of chemistry* being issued by the Chemical Society (London) from 1905 onwards typifies the current open forms of narrative bibliography. The volume for 1939 has expository matter extending through 413 pages. This narrative is punctuated by about 2,500 bibliographical references. That the avowed object of these reports is narrative bibliography can be seen

103. P. 130. 104. Pp. 134-135.

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from the following extract from the introduction to the first volume :

> " The object of these " Reports " is to present an epitome of the principal definite steps in advance which have been accomplished in the preceding year."[105]

3. *Reports of the progress of applied chemistry* is a parallel narrative bibliography being published by the Society of Chemical Industry from 1917 onwards.

Year's Work

4. Another type of open narrative bibliography bears the name *Year's work*. The *Year's work in librarianship* being published by the (British) Library Association since 1928 is an example. The preface to the first volume begins with the following words :

> " With this volume the Library Association hopes to inaugurate a permanent annual contribution to the literature of librarianship, and one which will fill a lacuna in that literature..... There seemed to be need for a yearly methodical survey of current publications and activities."[106]

The present war has brought this useful narrative bibliographical annual to suspended animation ; and we are eagerly looking forward to its revival.

5. The *Year's work in modern language studies* sponsored by the Modern Humanities Research Association since 1931 is another example of the open variety of narrative bibliography. Under the caption " Concerning this book " occurring at

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105. P. *v*. 106. P. *v*.

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the beginning of the first volume it sets forth its aim as follows :

> "Upon a sharply defined area of the unknown it is their (scholars') ambition to concentrate the batteries of all possible science.... To achieve this end, in the increasing spate of researches on all sides, their labours become yearly more Augean, and there is more and more need of intermediate agencies, to summarize, predigest, and announce the new discoveries that are being effected concurrently in so many fields.... Some such service it is the purpose of this book to render."[107]

6. The *Year's work in English studies* sponsored by the English Association since 1919-20, is still another example of the open variety of narrative bibliography. The preface to the first volume explains the scope in the following words (italics are ours) :

> "On the eve of the outbreak of war the English Association designed the annual issue of *a descriptive and critical record of the published fruits of English scholarship at home and abroad*..... The general plan follows, with certain modifications, that of the *Year's work in classical studies*, which the Classical Association has produced annually since 1906."[108]

107. P. ix.

108. P. 3.

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CHAPTER 42

DISTRIBUTORS' (THOUGHT) BIBLIOGRAPHIES

Among middlemen we have to recognise as we saw in section 4030 two varieties—those who are interested solely or predominantly in the intellectual content and those interested solely or predominantly in the physical-commodity-aspect. We shall first engage ourselves with the former class. It is itself a class of three classes. Arranged in the increasing order of the emergence of the physical aspect of print, these three are made up of reference librarians, library cataloguers and book-selection librarians or other book-selecting agencies.

421 Subject Bibliographies

Of these three classes that of reference librarians pursues the pure thought content and is virtually indifferent to books as material commodities. As has been already stated they are the folk that form the last link in the chain of distribution of the intellectual content of books. It is a link that is being forged only to-day. Till now the bookseller or the librarian possessed of the anti-First Law used to be the last link. The business of the one was to convert the material book into money and make his profit in the process. The business of the other was primarily to protect and safeguard books as material property, for their owners—be

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they individuals or corporate bodies or States—and thereby earn their living. Neither therefore felt the necessity either to delve deep into the thoughts stored in print or to divine dexterously the kind of intellectual pabulum in demand among readers. No wonder therefore that the emergence of subject bibliography has been a concomitant of that of reference librarians. It is to emphasise this fact that we would coin the term reference bibliography as an alternative name of subject bibliography.

Subject bibliographies have been the latest to evolve. Wherever they exist they are the tools that are best suited to the needs of reference service. They are best prepared by reference librarians. Hence it is desirable that more attention should be paid to the details involved in the preparation of them. They have to be based on every other form of bibliography. Hence we shall defer a consideration of them to the end of this part[109], *i.e.*, till after we have considered all other classes of bibliography.

422 LIBRARY CATALOGUES

The library catalogue has been perhaps the earliest distributors' bibliography to have sensed the necessity to shift the emphasis to the thought content of books. This does not mean however that it had played the role of a bibliography of thought from its very inception. It has the longest history ; it

109. *Vide* chapter 46.

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came into existence as a list of books. Its history goes back to the days of the clay tablet. It had become common during the days of manuscripts and still more so in the century of incunabula that followed.

> "Catalogs are alleged to have been used in the Imperial Assyrian Library founded by Ashur-bani-pal, which existed at Nineveh from 1668 to 626 B.C... The *Pinakes* attributed to Callimachus, consisting of 120 rolls of papyrus, represents by far the most noteworthy contribution of the ancient world toward bibliography. It may have been a co-operative catalog of all principal libraries of the imperial metropolis (Alexandria) including the Brucheion and the Serapeion. Universal in its scope, it embraced notices of myriads of papyri many of inestimable value."

These and other similar historical information will be found in Lester Condit's paper on *Bibliography in its prenatal existence.*[110]

With the ancient cataloguers of pre-printing and incunabula days it often happened that each volume in the library was rare if not unique. It was therefore naturally regarded not only as a material possession but even as a curio, with a special individuality. It was but natural that the library catalogue which developed in such an atmosphere took the tone of an inventory catalogue glorifying the physical-commodity-aspect of books and throwing the embodied thought into the shade. In such a catalogue the name of the author and the title,

110. *Library quarterly*. V. 7. 1937. Pp. 564-576.

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so far as they could be ascertained, were regarded as the chief marks of identification for books and were used as the sole claimants to be the entry words of catalogue entries. What was worse the entries themselves were arranged in accession order and the books followed the same order on the shelves—an ante-diluvian method which still persists in some libraries ! This habit of arrangement by accession number appears to have set itself so deeply that even in some of the otherwise advanced schemes of arrangement of to-day the internal arrangement of materials in the ultimate[111] classes is being used by it as the last ditch.

The first, though oblique, emergence of a recognition of the importance of the thought aspect is seen in a compromise between the inventory tradition and the library catalogue which resulted in the adoption of an alphabetical arrangement of entries by names of authors. This replacement of the vagaries of accession by the vagaries of alphabet was not a little due to the slow dominance over the custody spirit by the distributing (service) spirit when it had not yet enough experience to know what interested consumers (readers) most—the author or the subject matter.

While the most sensitive among library cataloguers had realised the necessity for the adoption of subject basis even as early as the middle of the nineteenth century their advocacy proved to be a voice in the wilderness. It did not develop enough power to

111. Ranganathan (S.R.). *Prolegomena to library classification*. 1937. (Madras Library Association, publication series, 6). P. 176.

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squeeze out the inventory spirit in which the alphabetico-author style of catalogue was soaked. The first advance that could be made was to secure for subjects at least a subordinate position (added entries) in the alphabetical sequence. It was given to the genius of Charles Ammi Cutter to make a formal settlement of this concession by his far reaching *Rules for the dictionary catalogue*. But his short-sighted followers have mistaken his provisional compromise to be the ultimate end of his method and fanatically oppose all further reform and progress. Alas ! How often has it not happened that the apostles put a dam against the free flow of the spirit into the expanse beyond the initial gorge painfully carved by it through the adamantine rock of age-long tradition ! The apostles of the dictionary catalogue have clean forgotten the brilliant pioneer advocacy of Cutter for the establishment of the classified form as the next stage in the evolution of the library catalogue. For a full history of this fundamental drama of progress and bigotry as enacted on the stage of the library catalogue we would refer to the *Theory of library catalogue*.[112] It will show how the fascination of grappling with the difficulties with which the dictionary catalogue bristles has so narrowed the vision that the immediate and next stage of evolution in the library catalogue is not perceived, nay, is even resisted with bigotry.

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112. Ranganathan (S.R.). *Theory of library catalogue*. 1938. (Madras Library Association, publication series, 7). Chapters 13 and 15.

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But in our days there is evidence of an increasing intensity in the recongition by library cataloguers that the destiny of books is to reach the reader's hand, that readers are essentially consumers of the thought embodied in books, that the library is but an agency to help the distribution of the thought so embodied, that the library catalogue should therefore be humanised and completely emancipated from the obsolete Victorian value attached to objective arithmetical accuracy in a periodical roll call of books, and that it can serve its function as a type of distributors' (thought) bibliography, in which the book as the indivisible material unit is not lost sight of, only if it assumes the classified form fitted with an alphabetical index. The library catalogue prepared in this, the latest style, comes nearest to subject bibliography. How on the other hand one should remember the other functions and the economic implications of a library catalogue and guard against converting it into a regular subject bibliography is fully set forth in chapter 33 of the *Theory of library catalogue*.[113] It is shown there how the progressive appearance of subject bibliographies should relieve the library catalogue from the load of analytical entries.

Thus the catalogue of a library functions as a bibliographical tool in the hands of its own reference staff. If it is a printed one, it can function as a bibliography to others as well. While it may be

113. Ranganathan (S.R.). *Theory of library catalogue*. (Madras Library Association, publication series, 7). Pp. 232-236.

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complete within the limits set for it by its purpose, *viz.*, to list the books in a particular library, it will be its approximation to a national or a universal bibliography. For a long time till the creation of reference bibliographies, it is the printed catalogues of libraries that formed the main prop of reference service. Even to-day reference bibliographies have not come into existence to the necessary extent. There are several subjects that have not yet received their quota of bibliographies. Hence it is a matter of daily experience that the few printed catalogues of large libraries that exist are in constant use in the hands of reference librarians. Their serviceability varies no doubt with the approximation they make to subject bibliographies. The same remark applies also to a species of library catalogue that is coming into prominence of late as the system of inter-library loan on regional, national and international basis develops. It is called the union catalogue and the extent of its completeness is measured by its regional, national or inter-national status as the case may be.

.4221 FIRST APPROXIMATION, AUTHOR CATALOGUE

The form of library catalogue that makes but a first approximation to reference bibliography is the alphabetical one. The London Library, the Edinburgh University Library and the British Museum Library are the chief British libraries that have published such catalogues. The latest attempt of the British Museum along these lines was commenced in 1931. The project anticipated the catalogue

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to be completed in 230 volumes each priced £4—thus totalling nearly £1000. So far only 28 volumes have come out and one more volume will be necessary to cover even the first two letters of the alphabet.

The Bibliotheque Nationale began a similar project in 1897 and has gone only half way through the alphabet. The project of the German libraries was launched in 1931 and is planned to be developed into a union catalogue for the country. It was first designed to include three state libraries, twelve university libraries and three others. But by a decree of the Ministry of Education first made public at the Conference of German Librarians at Tubingen in 1935 it was extended to include 102 libraries—94 in Germany and 8 in Austria and its name was changed to *Deutscher Gesamtkatalog*. When completed its field will prove to be the widest covered by any published bibliography.

Other examples of less ambitious dimensions are those published by the Peabody Institute of Baltimore, University of Leyden, the Royal Library at Copenhagen, the Public Library at Dresden and the Bibliotica Nacional, Santiago, Chile. There are extensive general union catalogues in progress in Belgium, Great Britain, Holland and Switzerland. Details about some of these and of others of a similar nature published in different countries and focussed on different subjects will be found in part 5.

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4222 SECOND APPROXIMATION, DICTIONARY FORM

The form of a library catalogue that makes a second approximation to reference bibliography is the dictionary catalogue. This form is largely in use in America. A gigantic example of this form, which is in cards and not as a book, is the catalogue of the Library of Congress. At the end of 1938 this catalogue consisted of 1,559,471 cards. These cards are deposited in 59 American libraries and 20 foreign libraries.[114] The most outstanding example of dictionary catalogue though focussed on a particular subject is the *Index catalogue* of the Library of the Surgeon-General's office of the United States. It was begun in 1880. 49 volumes have so far come out involving a cost of about Rs. 49,00,000 ; and it is still in progress. It was planned and initiated by John Shaw Billings, the surgeon-librarian of the library in question. The following words uttered by Sir William Osler at the Billings Memorial meeting are worth quoting:

"Years after the iniquity of oblivion has covered Dr. Billing's work in the army, as an organiser in connection with hospitals, and even his relation to this great library, the great Index will remain an enduring monument of his fame.... There is no better float through posterity than to be the author of a good bibliography."[115]

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114. Library of Congress. *Annual Report for the fiscal year ended June 30, 1939*. 1940. Pp. 331-336.

115. Cushing (Harvey). *The life of Sir William Osler*, 1925. V. 2. Pp. 355-356.

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An unusual feature of this catalogue is its listing of articles in periodicals.

4223 THIRD APPROXIMATION, SYNDETIC FORM

The syndetic form[116] of library catalogue makes a third approximation to reference bibliography. The most widely used catalogue of this type is the *Subject index of modern works added to the (British Museum) Library*, commenced in 1881 under the editorship of G. K. Fortesque, completed in 1900 in three volumes and continued in later years in quinquennial supplements. The *Subject index* of the London library (1909 and 1923) is another example on a smaller scale. The catalogues of several German libraries belong to this type.

4224 FOURTH APPROXIMATION, CLASSIFIED FORM

The fourth and the closest approximation that a library catalogue can make to subject bibliography is, as we have stated already, the classified form. The Law of Parsimony[117] allying itself with the Fifth Law of Library Science[118] prevents its becoming co-extensive with subject bibliography. Under their urge reference bibliographies are being sponsored on an international basis for an increasing number of subjects. As they slowly enlarge their field, the classified catalogues of libraries will be made to shrink progressively until the ideal of

116. Cutter (Charles A.). *Rules for a dictionary catalog*. 1904. (U. S. Bureau of Education, Special report on public libraries, part 2). P. 23.

117. Ranganathan (S.R.). *Theory of library catalogue*. 1938. (Madras Library Association, publication series, 7). Pp. 54-59.

118. Ranganathan (S.R.). *Five laws of library science*. 1931. (Madras Library Association, publication series, 2). Chapter 7.

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confining themselves to books as independent physical units, without surrendering the right to arrange them in a filiatory order on thought basis, is reached. But even otherwise, this form of catalogue is able to show its full bibliographical enterprise only in the card form maintained in individual libraries, *i.e.*, they are able to function as the nearest cousins of reference bibliographies only in their own libraries. For when they are printed the Law of Parsimony manages at least to secure that the analytical entries should be shed and that only entries relating to whole books should be printed. We have only a few examples of this type. One recent venture is the *Catalogue* of the Madras University Library. It is bringing out since 1938, its classified catalogue with an alphabetical index. One volume is devoted to each main subject. The catalogue of Carnegie Library at Pittsburgh is another example of comparable size. In all these cases, however, considerations of cost have ruthlessly cut down all analytical entries and thus lamentably reduced them to be the ghosts of their original in cards.

423 BOOK SELECTION LISTS

Another class of select distributors' bibliographies is brought into existence as aids to book selection work. They are usually prepared by national library associations in collaboration with the right kind of experts.

Examples :

1. The American Library Association began its *Booklist* in 1905. It is a fortnightly which annotates about

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125 new books in each issue, arranging them in a classified order and providing an alphabetical index. It lists new editions and series in alternate issues. Apart from this the Association published the *A.L.A. catalogue* 1926, as a basic list of 10,295 books and supplements it once in five years. It is also classified and annotated.

2. The Madras Library Association has its bibliographical series in which it issues from time to time authoritative book lists in the South Indian Languages prepared by expert committees as suitable for rural and urban libraries in the province.

3. On December 3, 1928, the Advisory Group on College Libraries of the United States, confronted with the question, " what basis have we for determining the quality of a college library?" decided to have published a basic " List of books for college libraries." Against such a list, it was held it would be possible to check the holdings of colleges under consideration for grants in aid of their libraries. It was also said that the list, if well done, would serve a useful purpose for some years as a guide to purchase.[119]

4. A most recent example of a general select bibliography in the form of a book selection list is the *Book for the services*, compiled by a committee composed of representatives of the National Book Council, the Incorporated Society of Authors and the Library Association of Great Britain. It was prepared specially for the service of the militia men called up for military training. But it is so comprehensive in scope that it may well have uses far beyond those for which it was originally intended.[120]

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119. Shaw (Charles B.). *Comp. A list of books for college libraries: approximately 14,000 titles, selected on the recommendation of 200 college teachers, librarians and other advisers.* 1931.

120. *Library Association record.* V. 41. 1939. P. 569.

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5. Mahony (Bertha E.) and Whitney (Elinor). *Comp.* *Realms of gold in children's books*, 1929,

is the fifth edition of "*Books for boys and girls—A suggestive purchase list.*" "The book list which makes up *Realms of gold* has grown out of the work and activities of the Bookshop for Boys and Girls, Boston (1916).... which was made possible by Mrs. Mary Morton Kehew, then President of the Women's Educational and Industrial Union, of which the Bookshop is a department. It is a delightful, classified annotated illustrative booklist, with publisher and price. Its service as a general reader's bibliography for children is invaluable."

6. Most of the States of the United States publish lists of books for school libraries. Many of them add helpful annotations and present the list in a classified form. The following extracts from the introduction of some of the lists show their scope and nature :

(*a*) "Books *for high schools* is prepared by Oregon State Library for the use of Oregon high schools, under provision of the Law (*Oregon code* 1930, sections 35-4433-35-4440).

"This 1934 edition, thoroughly revised and up-to-date has been prepared with generous assistance from members of the faculty of the University of Oregon, the State Department of Vocational Education, school superintendents, high school principals, teachers and others.

"Books for home reading in English have been included and marked with a dagger."

(*b*) "The complete Minnesota school library list includes books for public reference and general reading from the primary grades through the senior high school.

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"The list has been thoroughly revised and adjusted to the new curriculum. The old list and national lists, school and public librarians in Minnesota and elsewhere were consulted."

All such lists serve admirably as general bibliographies for school children. But they do not ordinarily find their way into bibliographies of bibliographies.

6. The *El libre y el pueble* of Mexico, the *Unor* conducted as a periodical by the Masaryk Institute of Czechoslovakia and the various book selection lists published by the State Library Bureau of Finland are examples of bibliographical tools of this variety published under governmental auspices.

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CHAPTER 43

DISTRIBUTORS' (MATERIAL) BIBLIOGRAPHIES

Occasions will arise when there is no reference bibliography available for use and the library catalogues and book-selection lists also fail the reference librarian. In such situations and even otherwise a first step will be to know whether particular books exist at all. If we can satisfy ourselves that they had been actually produced, it may be possible for us to secure copies of them from other libraries in case we don't have them. For in these days, there is an increasing tendency to look upon all the book-resources of a country—and even of the world as a whole—as a single unit which the system of inter-library loan places at the disposal of every reader no matter where he lives.

When we are at that end of the tether, we turn, as the last resource, to book-lists produced by other classes of middlemen, whose focus of attention is on the book as a physical unit and not so much as embodied thought. We shall call their lists 'distributors' (material) bibliographies.' Three classes of such middlemen may be recognised—bibliophiles, booksellers and publishers. The bibliophiles produce general lists and lists of books published in particular countries. They are mostly retrospective. In several countries the booksellers and publishers form a union and produce joint lists.

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They are generally of the open species and are of two kinds, *viz.*, lists of the publications of the year or any lesser unit of time and lists of the publications that are in print at a particular time. In either case they constitute lists of current literature. Such current lists furnished by the book trade and retrospective national lists compiled by bibliophiles go under the generic name of national bibliographies. Such national bibliographies and the retrospective universal lists prepared by bibliophiles are the necessary tools for book-selection work and for the compilation of reference bibliographies. Hence they are sometimes referred to by the generic name 'primary bibliographies' and in contradistinction the bibliographies of thought mentioned in chapters 41, 42 and 46 are referred to as secondary bibliographies.

Historically although so many thousands of books were produced during the first hundred years of printing, the book-trade itself did not seem, during that period, to feel any need for bibliographies beyond the lists of particular printers or lists of the books stocked by particular booksellers. During that century it was the bibliophile that produced bibliographies of a general nature. Thus if we restrict ourselves to printed books the first species of bibliographies to come into existence was of the bibliophilic variety.

431 BIBLIOPHILIC BIBLIOGRAPHIES

It is not easy to assert whether a bibliophile should be classed among distributors of thought or

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of material. Perhaps he is amphibious. It is not even clear whether he is a distributor of any sort at all. Often his motive in preparing lists of books is not so much the desire to help in distribution as mere self-satisfaction, though they incidentally acquire some distributive value. Bibliophilic lists, which place their greater emphasis on the description of books that are extrinsically outstanding, form a well-developed part of early bibliography.

Some bibliophiles are captivated entirely by the charm of collecting titles for the sake of collecting. For them bibliographies become an end in themselves. It is at first sight difficult to think of anything more lifeless or insignificant than plain titles. But perhaps the gratification derived from the study of lists of titles is comparable to that obtained from the reading of a score. The intellectual satisfaction obtained is no doubt dependent on the type and composition of the bibliography. Classified lists and annotated ones give satisfaction of a higher order in that they give an insight into intellectual history. But we must concede that there are people who could derive more pleasure from reading a catalogue than from the whole literature. How else are we to account for a spirited man like Antonio Panizzi being so inspired by a Bologna catalogue that he embraced its compiler?[121]

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121. Schneider (Georg). *Theory and history of bibliography, tr. by Ralph Roberth Saw.* 1934. P. 31.

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Bibliophilism is treatment of the book as an end in itself. Veneration of the book as such and sentimental uncertainty in adopting a policy in respect of the book are characteristic of bibliophilism. Antiquarianism, scholarliness, aesthetic considerations, trade considerations and motiveless mania may singly or in any combination shade the tone of bibliophilism. As a result we find various, sometimes fascinating, personalities in the hierarchy of bibliophilic bibliographers. They are drawn from all classes of people ; librarians like Pollard, booksellers like Maunsell, practical men like Leypoldt, bibliomaniacs like Grude, antiquarians like Leland, scholars like Gesner and cloistered monks like Tritheim have turned bibliophilic bibliographers. Bibliophilic lists usually aim at completeness. The extremity to which a bibliophile's solicitude to completeness can go is illustrated by the following words of Henry G. Bohn:[122]

> " Every bibliographer knows the importance which an apparently worthless volume sometimes acquires by adventitious circumstances. It may establish a date or a fact, and settle a vast amount of controversy. A supposed piece of waste paper might fix an important epoch in the history of engraving or printing, and an old bookcover (such as was once heedlessly thrown away) determine, with an approximation to certainty, the period of the first books. These reasons must serve as an answer to those who advocate omissions."

Practically all early attempts at universal bibliographies have emanated from bibliophiles.

122. Loundes (William Thomas). *Bibliographer's manual of English literature, rev. by Henry G. Bohn.* 1858. V. 1. P. *iii*.

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4310 FATHER OF BIBLIOGRAPHY

Besterman would give the honorific title of 'Father of Bibliography' to Johann Tritheim[123] who became a bibliographer very much by accident. After a wretched childhood, he had run away from home. While returning home years later, a sudden storm drove him into the Benedictine monastery of Spanheim. Here his learning was at a premium and within a few months he became its abbot (1483). One of his pet occupations was the cataloguing of the monastic library. While engaged in it, he conceived the idea of compiling a bibliography. Between 1487 and 1492 he worked at a chronological list of about 7,000 books with an alphabetical index of authors. It was printed by the Basle Press of Johann Amarbach and published in 1494 under the title of *Libre de scriptoribus ecclesiasticis*. This is a bibliography of value compiled by a busy abbot under the urge of a true love of books.

4311 UNIVERSAL BIBLIOGRAPHIES

The greatest name among the earliest bibliographers is reached about the middle of the sixteenth century and that is Konrad Gesner (1516-1565). Born of humble parents at Zurich, experiencing great poverty on account of his father's early death, he studied medicine and natural science and became a prolific author early in his life. His bibliographical reputation is based on a series of

123. Besterman (Theodore). *The beginnings of systematic bibliography*. Edn. 2. 1936. P. 6.

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bibliographies which had for their apex the famous *Bibliotheca universalis* (1545), a folio of 1,300 pages listing all Latin, Greek and Hebrew books known to him—about 12,000 in number—and extended to an additional 3,000 books in his *Appendix bibliothecae* (1555). A classified version of this appeared in 1548 under the title *Pandectarum sive partitionum universalium*. The material was collected at first hand in libraries. It was the first attempt at universal bibliography by an untiring soul, within a century of the invention of printing; and yet it could include only a fifth of the books that had been printed till then. If it is remembered that Gesner was known among his contemporaries as a botanist, that he was the author of the great zoological work, *Historica animalium*, 4 V. (1551-58), which is the starting point of modern zoology, that he gave an account of 130 languages in his *Mithridates de differentis languis* (1555), that he edited the works of Aristotle, Homer, Ovid, Galen and others and that he compiled a Greaeco-Latin dictionary, it can be realised what an erudite and busy scholar had enriched bibliography in those far off days. But for his early death by plague, who knows what more this indefatigable scholar would have published !

The next outstanding figure in the field of universal bibliography appeared more than a century later. It was in the person of a French bookseller —Cornelius a Beughem by name. He did not, however, attempt to cover universal bibliography in a single work as Gesner. He attempted to

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exhaust the field through a series of subject bibliographies—six in number—and the *Incunabula typographiae*. All these works were published in the eighties of the seventeenth century. All of them were universal in scope and similar in plan. Each is in seven linguistic parts devoted to (1) the ancient languages, (2) French, (3) Spanish and Portuguese, (4) Italian, (5) English, (6) German and (7) Dutch. Within each part the arrangement is alphabetical by titles. The entries are accurate and full with format, date and place of publication.

The eighteenth century witnessed the following attempts at universal bibliography :

1. Georgi (T.). *Allgemeines europaisches Bucher-Lexikon (1501-1739)*. 5 Theile. 1742-53 plus 3 *Suppl. (1739-57)*. 1750-58.

2. Maittaire (M.). *Annals typographici ab artis inventae origine ad annum 1664*. 1719-41. with *Suppl. (1549-99)* by M. Denis. 1789.

We have already referred in section 40 to the formidable international attack on universal bibliography initiated towards the end of the nineteenth century by the Institut International de Bibliographie of Brussels. This body is not actuated, however, by pure bibliophilism. Its aim is predominantly to facilitate the distribution of thought embodied in print.

4312 RETROSPECTIVE NATIONAL BIBLIOGRAPHIES

As first among national bibliographers we may mention the antiquarian John Leland (1506-1552) who was commissioned by Henry VIII to tour the

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country for collecting relics of antiquities. His *Commentarii de scriptoribus Britannius* which was based on direct inspection of the books, became the basis for John Bale's (1495-1563) bibliography entitled *Scriptorum illustrium majoris Brytannie....catalogus.* 2 V. 1100 Pp.

The first national bibliography of Italy was the *La libraria* of Antonio Francesco Dani (1550). France owed its national bibliography to Francois Grude, who brought out his *Premier volume de la bibliotheque* of 600 pages in 1584. From his seventeenth year, *i.e.*, from 1569 he had laboured on this work, which is highly commended for its accuracy. The next national bibliography in order of time belonged to Holland. It was the *De scriptoribus Frisae* (1593) of Suffridus Petrus arranged chronologically and fitted with an alphabetical index.

An outstanding example of a bookseller-bibliographer of eminence belongs to the end of the sixteenth century. Andrew Maunsell (*d.* 1595) was an English bookseller in St. Paul's Churchyard. He took a genuine interest in his trade, and finding the need for a general catalogue of English printed books set about preparing one. His *Catalogue of English printed books* (1595) is incomplete as he died before the third and the last volume could be published. This held the field however for nearly half a century and was supplemented several times till William London, another bookseller doing business at Newcastle-on-Tyne, brought out his *Catalogue of the most vendible books in England orderly*

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and alphabetically digested....the like work never yet performed by any (1658) and its *Supplement* of 1660.

The other countries did not get a national bibliography till the seventeenth century. The first national bibliography of Spain was the *Catalogus clarorum Hispaniae scriptorum* (1607) of Valerius Andreas. But its first best is the *Bibliotheca Hispana* (1696) of Nicolaus Antonius extending to 1360 pages.

Belgium's first national bibliography was the *Bibliotheca Belgica* (1623) of Valerius Andreas describing the work of 1200 Belgians in about 800 pages.

Switzerland entered the field of national bibliographies in 1664 through J.H. Hottinger's *Bibliotheca Tigurina* which formed part of his *Schola Tigurinorum Carolina*, Denmark in 1666 through the *De scriptis Denorum* of Albertus Bertholinus and Sweden in 1680 through the *Suecia literata* of Joannes Schefferus.

The nineteenth century cannot be passed over without mention of Jacques Charles Bruner's *Manuel du libraire et de l'amateur de livres*, 3 V., 1840, which went through five editions and was supplemented by two volumes in 1878-80. A German contemporary of the above is Adolf Friedrich Ebert's *Allgemeines bibliographisches Lexicon* 2 V. 1821-1830, which was translated into English in four volumes in 1837 by A. Browne.

Many other countries began to put forth retrospective national bibliographies from the end of the

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nineteenth century. A list of some of the important national bibliographies will be found in Part 5.

4313 RETROSPECTIVE LINGUISTIC BIBLIOGRAPHIES

Another useful class of retrospective bibliographies which we owe to scholars with a bibliophilic urge specialises in books in classical languages. They are not strictly conterminous with national bibliographies. Here are some examples :

Bibliotheca scriptorum classicorum. 4 V.

covering the period 1700-1896 and published in two instalments from two different centres relates to Greek and Latin.

V. Chauvin's *Bibliographie des ouvrages Arabes*

lists the Arabic books published in Europe between 1810 and 1885. It is in 11 volumes.

Arrangement in retrospective bibliographies is a vital point. Arrangement by author does not allow the fullest reference value of a retrospective bibliography to be realised. It is so particularly in regard to classics in Sanskrit. As shown by Mahamahopadhyaya Prof. S. Kuppuswami Sastriar[124] the authorial tangles due to homonomy and polyonomy are formidable, particularly in Sanskrit classics, and their resolution would require, to be reliable, several years of patient research by a number of intelligent persons. This research will have to be largely based on the *Catalogus catalogorum* referred to in the next section. In the meantime,

124. Ranganathan (S.R.). *Classified catalogue code.* 1934. (Madras Library Association, publication series, 4). Pp. 111-118.

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to quote the words of the Mahamahopadhyaya himself,

> "One golden rule....which (one) who is concerned with the classification and cataloguing of any considerable collection of Sanskrit books, can easily remember and follow is '*Refuse to be guided by mere names*'."

A century of struggle with the task of cataloguing growing collections—and Sanskrit manuscripts, though only old manuscripts, do form a growing collection—has taught the library profession, the bibliophiles and even enterprising men of book-trade the superior value of arranging the main entries in a classified order and fitting them with a brief alphabetical index, especially in a retrospective bibliography which will be most used only by the learned few.

The impatience of those engaged in reference service and bibliographical work caused by the daily heart-break they experience in tracing old and particularly Indological materials would make them commend to the attention of those concerned the undesirability of compiling retrospective bibliographies on an alphabetical basis and the wisdom of bringing them to public use in quick instalments by adopting the classified arrangement. In a classified bibliography the added entries which will form the alphabetical index shrink to such a small size that they may be cumulated as often as liked, though in practice a final cumulation should really prove sufficient. It would take one far astray, to go into the theory of

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this problem. It has been fully set forth in the *Theory of library catalogue*[125] and a demonstration of the rapid progress possible can be seen in the scheme adopted by the Madras University Library to publish the catalogue of its printed resources.

Such a classified catalogue could not have been thought of a century ago as there was then no good individualising scheme of classification fitted with an effective notation. But that handicap has now been completely removed so far as western books are concerned.

But the printed western schemes of classification had naturally left the Sanskrit classics severely alone. The peculiar inter-relation of the Sanskrit classics could not be visualised by western classificationists. Nor have the schemes so far devised by them developed the necessary apparatus or devices to provide for such inter-relations so as to get the hierarchies of the classics, their commentaries, sub-commentaries, sub-sub-commentaries, etc., leading on to sub-commentaries of the *n*th order, automatically arranged in their right filiatory order.

Hence a filiatory classified arrangement could not have been thought of in the case of a retrospective bibliography of Sanskrit classics even during the last century.

But the position is quite different to-day. An Indian scheme of classification has been printed

125. Ranganathan (S.R.). *Theory of library catalogue*. 1938. (Madras Library Association, publication series, 7). Pp. 174-198; 234-247; 278; 301-302; 373-376.

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and it has gone through a second edition. In addition to its being a universal scheme, it has developed devices by which it satisfies the Canon of Local Variation and the Canon of Classics to a remarkable degree. These devices make it easily adaptable to any special situation. It is particularly so to the situation created by the Sanskrit classics. It is the Colon Classification sponsored by the Madras Library Association.

While working out the details of its application to the Sanskrit classics, its author had the unique opportunity of communing almost every day for several hours and for many months with the living encyclopaedia and bibliography of Sanskrit classics whom the University of Madras has the proud privilege of counting as one of its distinguished alumnii. With the unstinted and eager help of Mahamahopadhyaya S. Kuppuswami Sastri, ready-made class numbers have been fitted to most of the Sanskrit classics and are given in the illustrative schedules of the *Colon classification*. Such schedules of ready-made class numbers are provided for the classics in Agriculture, Medicine, Spiritual Experience and Mysticism, Fine Arts, Literature, Linguistics, Hinduism (Vedic and post-Vedic), Jainism, Buddhism, the six major and the other minor systems of Indian Philosophy and Law. It is the Mahamahopadhyaya's belief and our experience in the Madras University Library that this scheme can individualise any Sanskrit classic without the least violence to its filiatory relation to other classics.

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43131 CATALOGUS CATALOGORUM OF SANSKRIT WORKS

Aufrecht's *Catalogus catalogorum : an alphabetical register of Sanskrit works and authors*, 3 V., 1891-1903, was a bibliography of Sanskrit manuscripts which had come to the notice of the foreign orientalists. Since then many organisations have come into existence, particularly in India, with the object of bringing Sanskrit classics into print. Several series of publications have been and are being promoted by such organisations and by universities and States.[126] Many hundreds of old manuscripts are also being newly brought to light. Hence the University of Madras has taken on hand a revision of the *Catalogus catalogorum*. The intention is to indicate also all the printed editions of the classics. Hence though the original edition was predominantly a bibliography of manuscripts the contemplated new edition will be equally rich as a retrospective bibliography of the Sanskrit classics printed so far.

Bibliographies of colossal size and spotless accuracy have been constructed in so many countries during the last three centuries. India is yet to enter the field and make its contribution. It has been a matter of great pride and deep interest that an earnest attempt is now being made by an Indian agency and that too in a field which is eminently its own and which no foreign agency can cultivate with equal insight, facility and

126. *Vide* Sundaram (C.). *Reference service in Indology* published in the *Memoirs* of the Madras Library Association, 1940. Pp. 32-34.

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precision. When completed it should prove to be an ideal bibliography of the latest type, and that its reference value should be as high and helpful as its bibliographical value so that the increasing stream of young indigenous research workers in the field of Indology can be promptly and exactly served by the reference staff of our growing libraries and thus helped in reviving the originally pre-eminent but now faded glory of India in the field of creative contribution to world's thought and literary output.

4314 BIBLIOGRAPHICAL SOCIETIES

In recent years, the preparation of retrospective bibliographies has passed largely from the hands of isolated enthusiasts to the care of corporate bodies specially founded for the furtherance of bibliographical pursuits. The bibliographical societies have a more involved objective. While they no doubt try to fill up gaps in retrospective national and linguistic bibliographies their interests go far from preparation of lists of books. The following extract taken from the 'Objects' of the Oxford Bibliographical Society, founded January 1, 1922, will show their current leanings :

> "The use of Bibliography arises largely from the fact that a book seldom supplies us with all that should be known about itself. The transference of the author's words into print gives opportunity for various accidents, the title is often incomplete or misleading, while the circumstances and fortunes of books before, at, and after publication vary enormously. So, too, the text of manuscripts is exposed to special dangers at the hands of copyists, as every critical scholar knows.

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> Bibliography attempts to straighten out these tangle in the history of books, by giving accurate descriptions, and by distinguishing editions ; and as many think, it includes the duty of estimating the real value of old or forgotten books. It also considers the external points of a book, its size and appearance, its illustrations and binding. Bibliographical aid should be as useful to a literary worker as mathematics to a scientist, or logic to a philosopher : as far as possible it brings an absent book before the student.[127]

From this we can see how specialised the field of organised bibliophiles tends to become and how remote becomes the chance for their work to function as distributors' bibliographies, once the field of retrospective bibliography is covered fairly fully.

432 Trade Bibliographies

For bibliographies of current literature we have to depend largely on trade lists. Their availability, age, accuracy and completeness vary with countries. Generally speaking we may recognise five classes of trade lists which have bibliographical value of some sort : (1) Lists of individual publishers and booksellers, (2) Second-hand book lists, (3) Lists and reviews in reviewing periodicals, (4) Periodical lists of all the publications produced in individual countries within specified intervals of time and (5) Periodical lists of all the works in print in individual countries at particular points of time. They may, for convenience, be referred to as traders' catalogues, second-hand catalogues, reviewing periodicals, catalogues of current books and catalogues of books in print.

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127. Oxford Bibliographical Society. *Proceedings and papers*. V. 1. 1922-1926. P. *iv*.

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These lists, though prepared by parties who look upon books as physical commodities, are making a steady approach to the form suited to reference bibliographies. The prosperity of publishers and booksellers depends on the passing on of books to consumers. As shrewd businessmen they are finding from experience that their catalogues to be effective should be so featured as to show forth the intellectual contents of books. The history of the internal form of trade catalogues shows that its evolution has been closely following that of library catalogues. This accounts for their reference value.

4321 TRADERS' CATALOGUES

It is but natural that the earliest class of trade bibliographies consisted of the catalogues of individual booksellers. The catalogue (1469-70) of Peter Schoffer of Mainz is usually referred to as the earliest known trader's catalogue. The number and variety of traders' catalogues is so great and their range is naturally so narrow that they do not figure much in reference service. Their bibliographical value is seldom felt beyond the stage of book-selection.

However certain publishers and booksellers devote much thought to their catalogues. They provide a roughly classified part as well as an alphabetical one. They are usually of the open variety and mention only books in print.

1. The *Katalog, 1749-1932* of Messrs. Walter De Gruyter & Co. is a representative of the type of trader's catalogue whose value does not get itself exhausted at the book-selection stage. It is a

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beautifully got-up volume of 924 pages. The whole field of knowledge is divided into 17 groups. Each group begins with a classified subject list. Here the entries are brief—short author heading and short title only—and those within each ultimate class stand arranged alphabetically by the heading. Then follows the alphabetical catalogue. Here the entries are quite full and give edition, format, collation, series, date of publication and price. At the end of the volume, there is an exhaustive alphabetical index of 71 pages in double columns.

2. Among the publishers' catalogues of England, mention may be made of those of the Oxford University Press. The ninth edition of their *General catalogue* came out this year. It is a classified catalogue. Its alphabetical index covers not only the books in it but also those in the 16 other special catalogues issued by them. The system of special catalogues was introduced in 1931 for reasons set forth in the prefatory note :

> "The seventh edition (1931) of the *General catalogue* marked a change of plan. In the twelve years of its existence the catalogue had grown in bulk, and threatened to become unwieldy. It was found moreover that the convenience of the general public was rather incommoded than otherwise by the presence in this catalogue of certain classes of books for which special publics already, as a rule, looked to special catalogues.
>
> "This new edition accordingly excluded
>
> School books
> Music (but not books on music)
> Medical and technical books
> Children books.

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"....For all these classes of books special catalogues already existed or have been created."[128]

There is also a quarterly *Bulletin* which contains a cumulative supplement to the alphabetical index of every issue of the *General catalogue* till its next issue.

3. Hardly any publisher or bookseller of India has reached such standards in their catalogues. The Calcutta University Press publishes a *Descriptive catalogue of University publications* occasionally. As the number of publications is small, it gives detailed contents, elaborate annotations and extracts from reviews in many entries. While the classified arrangement is a step in right direction, its omission of an alphabetical index is a serious fault.

4. Even when well constructed, traders' catalogues are only of very limited reference value as they list, rightly for their purposes, none other than the books in print. However on special occasions like a jubilee they make an exhaustive retrospective catalogue of the closed type which goes beyond the purposes of book-selection and acquire more of bibliographical and reference value. The *Columbia books 1893-1933* of the Columbia University Press is an example. It is a dictionary catalogue whose entries serve reference purposes admirably. On account of the wide range of the books brought out by them it is also of considerable bibliographical importance.

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128. P. v.

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In the words of C. C. Williamson, Director of Libraries, Columbia University, who has provided the preface for the catalogue, it

> "is a publisher's catalogue but not at all of the conventional type. It represents a successful attempt to apply to an extensive publisher's list the principles and methods on which the modern library catalogue, the so-called dictionary catalogue, is based.
>
> "It may be objected that in this form a publisher's catalogue does not lend itself readily to the use of display type for advertising purposes, for it frankly assumes that what the user demands is information about books rather than to be told by blurbs or display type what books the publisher is most anxious to sell or feels he is most likely to sell. I am convinced that Columbia University Press has made a wise decision in trying to reach its public, not through the ordinary kinds of book advertising, but by giving a maximum amount of information in the most convenient form."[129]

The pleasurable reaction of thus charging a publisher's catalogue with a vast bibliographical value is typified by the following words of H. L. Mencken :

> "Your catalogue is precisely what I have been sobbing for for years......I surely hope that you induce the other university presses to follow you."

A bookseller records his approval as follows:

> "*Columbia books, 1893-1933*....seems to me to represent the ideal instrument to present the book *via* the catalogue."

The value of this new venture in impregnating a publisher's catalogue with considerable bibliographical import germane to reference service is

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129. P. v.

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further enhanced by its being made of the open variety by the issue of cumulating supplements thrice in the year and the plan of merging all these at suitable intervals resulting in revised editions.

43211 GOVERNMENT PUBLICATIONS

The government of almost of every country is a publisher ; it is so to speak the national publisher. Its output is considerable ; for example in number and variety the publications of the government of the United States are believed to exceed those of any commercial publisher. In size they range from pamphlets to giant folios.

Government publications are amongst the oldest written records and, if measured by their influence on society, are probably next in importance only to the classics that belong to all time. They are the sources of political, economic and social history; they contain authentic accounts of the world's great discoveries and inventions in every field of human endeavour. This has gained greatly in range with the gradual extension of the functions of the State.

It was largely to preserve government records that libraries were first established in ancient times. The government publications of to-day may be grouped into three classes :

1. Minutes, records and reports of the executive, the legislative and the administrative departments ;
2. Records of the performance of the various functions of governments, often in the form of reports of com-

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mittees, commissions and special officers and statistics; and

3. Records of investigations, discoveries, experiments, surveys and other activities authorised or fostered for the better performance of its functions.

Although increasing use is being made of all these, it is unfortunate that not only the general public but many specialists as well do not have an adequate comprehension of the material available and of the methods of finding publications on the topics pursued by them. That is partly because the arrangement and classification of government publications is at times extremely confusing. This is due to a lack of central control and co-ordination of the methods of publication ; with the result, the character, contents and titles of government publications are continually changing, apart from what is inevitably due to the changes in and the ill-defined nature of the organisation and names of the government bodies responsible for them. Good catalogues of government publications have been slow to emerge. But, good or bad, they are of great bibliographical value if they exist. In some cases, guides have been published from time to time explaining the use and scope of government publications and their various catalogues. But catalogues and guides of proper scientific standard are not being produced to the necessary extent.

432111 UNITED STATES

Practically nothing was done in the United States in the way of comprehensive cataloguing and

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indexing till 1895. We now have three groups of such catalogues and indexes :

1. Periodical, covering a definite period and coming out regularly ;
2. Retrospective general, covering all subjects for a series of years ; and
3. Retrospective special, covering a limited group of publications for a series of years.

4321111 PERIODICAL CATALOGUES

Periodical catalogues date from the passage of the Printing Act of 1895 which directed the publication of

(1) the *Monthly catalog* ;
(2) the *Document index* ; and
(3) the *Document catalog*.
(4) The *Weekly list of selected United States government publications*

was added to this in 1928.

The *Monthly catalog* ordinarily appears thirty days after the end of the month to which it refers. The volume for the year usually exceeds 1500 pages, of which about 200 comprise the index. Publications are grouped under publishing departments as headings and their bureaux as sub-headings.

The *Document index* covers congressional documents. Ordinarily it is compiled at the end of the regular sessions, short special sessions being included in the volume for the next regular session and long ones being provided with separate indexes of their own. From 1919, it was superseded by the *Numerical lists and schedule of volumes*.

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The *Document catalog*, whose full title is *Catalogue of public documents of the....Congress and all departments of government of the United States*, is an analytical dictionary catalogue with entries under subject-matter, individual authors, and governmental author. Each volume covered a two year period ending June 30 of odd-numbered years till 1933. Thereafter the period covered is two calendar years ending with even-numbered years. Congressional publications are entered in the *Document catalog* corresponding to the Congress which authorised them and not in the volume covering the year in which they were printed.

4321112 RETROSPECTIVE GENERAL CATALOGUES

The following are the chief catalogues of a retrospective nature :

1. 1774-1881.
   Poore (Ben Perley). *Descriptive catalogue of the government publications of the United States, September 5, 1774-March 4, 1881*. 1885. Pp. 1241+151 of index. It is an annotated chronological list with a subject and author index.
2. 1881-1893.
   Ames (John Griffith). *Comprehensive index to the publications of the United States government 1881-1893*. Edn. 2. 1905. 2V. Pp. 1590. It is arranged alphabetically by subject and title, with a personal name index at the end. This was the predecessor of the biennial *Document catalog*.
3. 1789-1909.
   Checklist of the United States public documents, 1789-1909. Edn. 3. 1911. Pp. 1707. It is actually a shelf-list of the Library of the Superintendent of Documents.

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The arrangement is by the publishing offices. The projected index was not published.

4321113 RETROSPECTIVE SPECIAL CATALOGUES

Many are the catalogues and indexes published from time to time covering specified classes of publications or topics. Some are isolated ones, while others are brought up to date from time to time.

The following books give a full account of all such bibliographies :

1. Wilcox (Jerome Kear). *United States reference publications.* 1931. Pp. 96.
2. Boyd (Anne Morris). *United States government publications.* 1931. Pp. 329.
3. Schmeckebier (Laurence F.). *Government publications and their use.* 1936. Pp. 14+446.

432112 GREAT BRITAIN

The bibliography of government publications is not as fully provided for in Great Britain as in the United States. That is because there is a separate bibliographical department in the latter country, with the Superintendent of Documents as its head to produce catalogues of government publications in a scientific manner ; in Great Britain, on the other hand, there is no such specialist in charge of the work. It is shared by the Stationery Office and the Librarian of the House of Commons as additional duties. They do not specialise in the art of making bibliography.

4321121 PERIODICAL CATALOGUES

The primary periodical catalogue is the *Daily list.* Then comes the *Monthly list,* which has an

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index. The index of the list for June cumulates for six months, while the index for December is for the whole year. For non-parliamentary publications, the annual list known as the *Consolidated list of government publications* is the only complete list. There is also the *Monthly circular* which is a small annotated list of select publications.

Apart from these which are prepared by the Stationery Office, the Librarian of the House of Commons prepares at the close of each session the *Numerical list and index to the sessional printed papers*.

Another useful annual catalogue is the *Guide to current official statistics of the United Kingdom*, which is a systematic survey of the statistics appearing in all official publications. From June 1937, an annotated select list of government publications appears regularly in the monthly issues of the *Library Association record*.

431122 Retrospective General Catalogues

There is no complete retrospective catalogue of the government publications of Great Britain. For parliamentary papers the decennial index to the *Numerical list and index* is virtually a retrospective catalogue. This has been in existence from 1900-1909 only. For the ninteenth century, we have the *Catalogue of parliamentary papers*, 1801-1900, compiled by H. V. Jones and published by P. S. King and Sons in 1904. This had two decennial supplements.

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43113 INDIA

So far as the publications of the central and the provincial governments of India are concerned, there are periodical catalogues for current publications and those in print. For example, the Government of India Central Publication Branch publishes a catalogue in complete form every two years and a supplement in the intervening year. Monthly lists of new issues are also published. The biennial catalogue follows its own broad classification and in each class books are arranged alphabetically by the name of the issuing department. There is also a short alphabetical index at the end. The catalogue of the Government Press, Madras, arranges the publications alphabetically by title. The catalogue of the Government Press, the Punjab, on the other hand, is of the alphabetico-classed variety. There is thus no uniformity of standard. The performance also is very poor. They do not give collation or format or any other bibliographical detail. There is no evidence of an expert hand in any of these catalogues. There is no retrospective general catalogue of all the publications issued by the government.

Even if the author and title of a publication is known, it is often difficult to identify it, and to find all the government publications on a given subject is almost an impossibility. Carefully constructed catalogues and indexes are needed to make this wealth of material accessible to all those who have need of it.

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One of the best though partial guides to the publications of the governments in India is of foreign origin. It is V. 4 of the *Subject catalogue of the library* of the Royal Empire Society, which relates to India among other eastern countries. This was published in 1938.

43214 CANADA

Canada is better than India. The most important periodical catalogue is the *Catalogue of official publications of the parliament and government of Canada* which appears annually since 1928 with supplements monthly or as required. It professes to be a list of " titles and selling prices of all publications of which copies can be purchased from the King's Printer" ; but it does not give any bibliographical detail. It provides a subject approach through catchword title entries and casual subject entries. It is not good as a checklist. This purpose is best served by the *Annual report* of the Department of Public Printing and Stationery. It arranges all the publications by the names of the departments issuing them. It gives collation.

For retrospective purposes, we have the *General index to the journals of the House of Commons of the Dominion of Canada and of the sessional papers of parliament, 1867-1930*. 5V. 1880-1932. Another tool of a general nature is a publication of the American Library Association. It is *Canadian government publications, a manual for librarians*, 1935, by M.V. Higgins. One of the best subject guides to the publications of the Canadian government is V.3 of the *Subject*

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catalogue of the library, 1930-32, of the Royal Empire Society, London.

432115 OTHER COUNTRIES

The chief aids to the publications of certain other governments may be mentioned :

1. ITALY. *Publicazioni edite dalla state o col sua concorso (1861-1923). Catalogo generale.* 1924.

2. FRANCE. *Catalogue des publications mises en vente par l' Imprimerie Nationale*, which is an annual published since 1929.

3. GERMANY. *Monatliches Verzeichnis der reichdeutchen antilichen Druckschriften* which is a monthly published since 1928 including all publications issued by the central and state governments and by the larger municipalities.

Lists of the available catalogues of the publications of the governments of various countries will be found in *An account of government document bibliography in the United States and elsewhere*, 1930, by J. B. Childs. A periodical list of the publications of the day is given in the *Liste mensuelle d'ouvrages catalogues a la Bibliotheque de la Societe de Nations* and in the weekly *Accession list to the government document collection* of the same library.

432116 SOME REFLECTIONS

Government publications have gained in value in our times. This is due to various causes :

(1) In the social sciences, there is an increasing tendency to use primary sources and original data in preference to secondary and theoretical materials.

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Hence libraries feel the need for making a complete collection of government publications and serving them to readers without waste of time ;

(2) The content of such publications has greatly increased as a result of most governments having entered upon scientific research on a large scale. Their findings are proving to be indispensable to a pure scientist and are of practical value in nearly every walk of life ; and

(3) With the rapid growth in the complexity of modern life government itself has become a problem calling for serious research as a basis for legislative, executive and administrative action. The help of universities is frequently sought in addition to that of *ad hoc* research institutions established by the government itself. This is reorienting and concretising research outlook involving an intimate knowledge and use of government publications.

One result is that government publications have to be acquired by research libraries to a greater extent than before. The existing trade catalogues of them are found to be inefficient as checklists at the book-selection stage. Another result is that government publications have to be classified and catalogued more fully and exactly than before. But neither the publications themselves nor the trade catalogues are adequate to ascertain the dates of commencement and discontinuance of government serials. This makes the work of classification and cataloguing difficult and result in waste of staff time. Even so problems relating to changes

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in name and scope and various other idiosyncrasies either go unsolved or get only partially solved after arduous work and inordinate waste of time.

The fact is that the catalogues now being published by the governments, particularly in India, are not adequate for the purposes to be served now by the larger libraries which cater to the needs of research workers. They disclose an amazing lack of uniformity in form and completeness of entry and of bibliographical information. All too frequently, vital bibliographical details are omitted. This indicates the need for

(1) the formulation of a set of standard rules for the preparation of the catalogues of the publications of the central and subordinate governments, local bodies and government institutions ;
(2) a scheme for the issue of a co-ordinated set of periodical catalogues of current publications with cumulations at convenient intervals and of periodical catalogues of publications in print ; and
(3) the publication of an exhaustive retrospective catalogue of all the publications of the government, to the extent to which it does not exist.

The last mentioned work will involve search in all libraries which have stock of government publications.

432117 SOME SUGGESTIONS

Every catalogue, whether it belongs to category 2 or 3 mentioned above, should readily show each publication under

(1) its specific subject ;
(2) its corporate governmental author ; and

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(3) its personal author, if any, or its title, if it is fanciful and not significant, or any catchword under which it is likely to be called for, as in the case of reports of government commissions which come to be called for under the name of the chairman.

One form of catalogue which can answer all such questions is the dictionary catalogue ; another form which is gaining ground and is advocated in the publications of the Madras Library Association is the classified form with an alphabetical index. This question has been already dealt with in section "422 Library Catalogues." In fact, the present plea is that the catalogues of the government publications should conform to the standards of library catalogues except for the complete omission of analytical entries. This cannot be called a tall order. Example 4 cited in section "4321 Trade Catalogues" shows that enterprising quasi-governmental corporate publishers like the Columbia University Press have already recognised the wisdom and the necessity for conforming to such standards.

The Columbia University Press has adopted the dictionary form which is the fashion in America. For the classified form with alphabetical index, the printed catalogues of the Madras University Library may be taken as showing the way. Such a form of trade catalogue should have three parts :

(1) a schedule of such classes as get represented in the catalogue ;

(2) the classified catalogue in which the books are arranged in a filiatory order on subject basis ; and

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(3) the index giving in one alphabetical sequence all added entries such as author entries, personal or corporate, collaborator entries, title entries, series entries and cross reference index entries.

The first part is not to mention any publications. It should be merely a list of the chief classes under which the publications are grouped in the second part. Except in the cumulated catalogues of some considerable size this part will be so small that it need not be fitted up with an alphabetical index of the classes. But in all annual volumes or catalogues covering a large range of time, the schedule of classes is likely to be very long and it will add considerably to convenience if an alphabetical index of classes is provided.

In the second part each publication is to receive one and only one entry. It may be called the main entry and it is to be as full as possible.

Its leading section is to be the call number of the publication by the ordinal values of which alone the entries of this part are to be arranged.

Its heading should be in order of preference the author of the book, corporate or personal as the case may be, a collaborator, pseudonym or first word of title.

The title-part is to be a faithful transcript from the relevant part of the title-page of the publication, with indicated omissions of puffs if necessary, but never mutilated or transformed or reconstructed in any manner. Then should follow the edition if it is not the first; then the year of publication

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except that in the case of annual catalogues the year may be omitted unless the publication was actually published in some other year though included in the catalogue of a different year for special reasons. Then should follow collation with full details about illustrations, maps, plates, etc. The name of the printer or publisher need not be given except in the case of the few government publications which occasionally get printed and published by other than government agency.

Then the series note should come, if the book belongs to a series. It should show the name of the series, sub-series, etc., and the serial number of the publication in them. This note should be put in circular brackets.

Lastly a brief annotation may be added in smaller type if the value of the publication is not readily inferable from the name of the class in which it is placed and its title.

If the publication is a periodical one, be it a periodical or a serial, an additional note should be added in square brackets showing the periodicity of its volumes and of its fascicules (in case of periodicals), the year of its commencement, and the year of its termination if any.

Further, hardly any periodical publication persists for any appreciable length of time without developing some idiosyncrasy or another.[130] All such idiosyncrasies should be indicated in the form

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130. Ranganathan (S.R.). *Classified catalogue code*. (Madras Library Association, publication series, 4). Section 81.

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of an additional note enclosed in crooked brackets in some standard manner such as the one prescribed in chapter 8 of the *Classified catalogue code*.

The third part should consist of all the added entries which have been named Book Index Entries and Cross Reference Index Entries in the *Classified catalogue code*.

They may be brief consisting of shortened heading, followed by shortened title and ending with call number in the case of books and class number in the case of periodical publications.

A complete set of rules for the preparation of Main Entries as well as Added entries is given in the *Classified catalogue code* except for collation.

Whatever inner form is adopted for the catalogue, the physical make up of the page should be carefully designed to make the catalogue easy to use, pleasing to the eye, and, at the same time, not unduly expensive. Variety in type to distinguish headings, sub-headings, etc., and skilful display of class headings will make the catalogue easy to use but add to the cost. A moderately wide margin should be allowed, partly to give the catalogue a pleasing appearance and partly to allow space for notes.

It must be admitted that any satisfactory scheme of catalogues for government publications will cost the government more money than the lists published at present. The scientific preparation of catalogues with full entries will involve a staff of permanent trained classifiers and cataloguers, so that correct methods may be introduced and con-

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tinuity in practice maintained. Not only the cost of preparation will thus increase, but also the cost of printing. In times such as the present it would seem unreasonable to suggest such expenditure except that catalogues are urgently needed. But some governments are already finding that satisfactory catalogues greatly increase the sale of their publications and so, to some extent, pay their way. Furthermore, the governments have assumed the responsibility of issuing information on a wide range of subjects ; the small relative cost of improved catalogues for this information would so increase the value of their publications as to be worth the additional expense.

Before closing this section we cannot refrain from making an appeal to the Government of India and the Governments of the several provinces to reorganise the catalogues of their publications along helpful lines.

If necessary, a committee may be appointed, in the first instance, to examine the question and make concrete proposals. The question of profit and loss should take into consideration the human value of the enterprise. The function of government as national publisher is to make known as widely as possible essential facts and problems affecting the community—national and international—which they investigate, print and publish. Viewed as business proposition, the practice of forward business-houses like the Columbia University Press shows the way in such matters.

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There is another matter touching government publications. The government of the United States has led the way in that matter. It is the question of making a complete free deposit of government collections in large libraries in different centres of the country. The United States government is taking a large view in this matter. It has a number of free deposit stations. Great Britain comes perhaps at the other pole never making any free deposit anywhere. Till about a decade ago, the Government of India and the governments of the several provinces were at least grudgingly making a free gift of some of their publications to a few importunate libraries. But of late the unfortunate British example is making them more and more close fisted. The large provincial and university libraries are rendering a national service in so far as they facilitate regional and national interchange and circulation of government publications. It is a question of public policy, for if these publications were issued for public information surely deposit collections in large libraries in various areas are the simplest and most effective way of achieving that purpose. The committee suggested for examining the standards of the catalogues of government publications may also go into this question of free deposit stations.

4322 SECOND HAND CATALOGUES

Catalogues published by dealers in second hand books are no doubt intended purely for trade purposes and give their greatest help only to the

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book selection and the book order sections of a library. But some of them are so well constructed, so full and so informative that they are not without reference and bibliographical value.

1. For example the catalogue of W. Junk are sumptuous ones. They are classified. They have an index and the list in each subject is prefaced by an introduction of rich bibliographical content.

2. E. J. Brill of Leiden is another bookseller whose catalogues are of similar value. For example his *Catalogue de fonds de la librarie orientille* (1937) is of exquisite workmanship. Though only of 188 pages it is illustrated with 36 full page pictures of eminent orientalists which charge it with an unusual charm and aroma. It is provided with an alphabetical index of short entries. But the main part is a classified one in which several entries contain illuminating and interesting annotations. For example the entry of Barend Faddegon's *Studies of Panini's grammar* (1936) is backed by the following annotation :

> " Prof. Whitney the founder of the sanskrit studies in the United States of America and himself a linguist of great merit, attacked in a well-known series of articles appearing during the years 1859-93 Panini's grammar as untrustworthy in its linguistic information, artificial and ridiculous in its technical form of description and utterly confused in its composition. Many a scholar has defended Panini with reference to his linguistic knowledge and insight, but scarcely any author has done justice to Panini's synthetic genius. The present publication with the aid of an introductory discussion bearing on Panini's grammar of the indeclinables,

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analyses in its second part of the methods and mannerisms with which the *Astadhyayi* is put together and refutes the shallow judgment pronounced so often by European scholars that the Hindu mind has not the capacity to compose."

"Truly, the book is only a first attempt, the author considering it a methodical principle to concentrate the attention in the first place on Panini and leaving to further research a closer examination of the relation between Panini and his famous successors Katyayana and Patanjali."[131]

Here is another annotation under Nizami Arudi's Cahar Makala :

"This is the author's only work which has come down to us. One of the most interesting prose works in Persian, and one which throws a far fuller light than any other book on the intimate life of Persian and Central Asian courts, in the twelfth century of our era."[132]

3. *Ratnasamuchchaya or a comprehensive and classified catalogue of sanskrit works published in India and abroad* of the Sanskrit Book Depot, Lahore, is one of the few compendious catalogues brought out by the Indian book trade which is sought for its bibliographical value.

4. So also are the issues of the *Catalogue of Sanskrit, Pali, and Prakrit books* of the Oriental Book Agency of Poona.

5. In some countries an annual record of all the books passing through the auction room is maintained. *Books prices current* (1888-) of England, the *American books prices current* (1895-) for the United States and the *Jahrbuch der Buchpreise* (1907-

131. P. 26.

132. P. 35.

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) for all other important countries taken together are examples.

4323 REVIEWING PERIODICALS

In the case of current books, the reviews and lists that occur in reviewing periodicals are a recognised source of information for book-selection. Their back volumes gain some amount of reference and bibliographical value in course of time. Not infrequently reference librarians turn to them for various kinds of bibliographical information. As all periodicals do not review books and as the extent of reviewing work varies considerably among those which do, the reference librarians find it serviceable to prepare and maintain in cards a file of information about reviewing periodicals with details on (1) the field covered (2) the presence or absence of lists of recent books whether selected for review or not (3) the degree of exhaustiveness of such lists in regard to language standard and place of publication, (4) the issues in which reviews and lists appear in case there is any such specialisation of issues, (5) the time-lag, *i.e.*, the interval between the date of publication and the mention of it in the listing or reviewing pages and (6) the changes that may occur in all or any of these features from time to time, in addition to the usual marks of identification like class number, heading, title, periodicity and the library's holding.

The reviewing periodicals really began with the *Journal de savants*, the *Acta eruditorum* and the *Philosophical transactions* of the Royal Society and

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showed great progress during the eighteenth century. The *Gottingischen gelehrten Anzeigen*, the *Literarische Zentralblatt* and *the Deutsche Literaturzeitung* are the best German representatives.

The sole purpose of some periodicals is only reviewing and listing, though they are not maintained or owned by the book trade. The *Times literary supplement*, *John O'London weekly* and the *Science progress* are of that nature. Quite a number publish reviews and lists in every issue. Some others like the *Bulletin* of the American Mathematical Society reserve every other issue for lists and reviews. Still others reserve fewer but definite issues for the purpose.

In the India of to-day we have no bibliophilic bibliographies, few sumptuous traders' catalogues and no co-operative trade lists of the open variety as there is no organisation of publishers and booksellers either on an All-India or on a provincial basis. The whole burden of furnishing bibliographical information on current books and of providing an understandable measure of the flow of literature through print has to fall almost entirely on the files of periodicals that are rich in book lists and reviews. But even of this we have so few. Of late, dailies like *The Hindu* of Madras concentrate book lists and book reviews on certain conventional pages of their Sunday edition. But only books in humanities reach such organs more systematically than those of sciences. Further they have not yet evolved a standard classified arrangement either for

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the lists or for the reviews. Hence though they are of some use for current book-selection work, their back volumes lose much of their reference and bibliographical value. As none of them has an index, the reference staff of individual libraries have to maintain a bibliographical index for them.

Current science which has been a monthly for scientific news since 1932 contains reviews of scientific books. But even this periodical has not yet standardised the arrangement of such reviews in a classified order by subjects. Nor does it give classified lists of books systematically as its British prototype *Nature* does.

The only justification for thrusting reviewing periodicals into the midst of trade bibliographies is that book-reviews which appear in their pages are due not a little to the voluntary enterprise, the flair for advertisement and the distributive urge of the book-trade, be it bookselling or publishing.

4324 Publications of the Day

All the classes of trade bibliographies considered so far are by their very nature partial—extremely partial. They will have to be dragged into service only in the absence of fuller ones. We have seen that the ideal bibliography is the universal one. We have also seen that the ideal was unreachable even within a century after the invention of printing and that it will be absolutely so to-day and hereafter. It is true that the International Institute of Intellectual Co-operation at Paris has sponsored

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since 1926 an annual entitled *List of notable books published in different countries*. But it is professedly eclectic though regionally universal. The only class of complete bibliography within reach is the national bibliography. We have stated that a complete set of such national bibliographies will virtually serve the purpose of a universal bibliography. Now for a national bibliography to be ever complete it has necessarily to be of the open variety. It is best made up of the records of the flow of literature from the presses of the nation in each year. If necessary and practicable, such annual records may be cumulated from time to time—say once in five years or ten years. Cumulation over longer periods would become too unwidely and for this and for other reasons defeat its own purpose. Hence it turns out that even complete national bibliographies will have to be made up of several periodical bibliographies. It is so in fact. Experience has shown that even retrospective national bibliographies have been best done on a periodical basis. It should be more so in the case of current bibliographies.

Units of time less than a year have been employed in the construction of the preliminary records of the flow of literature. Indeed it conduces to greater efficiency and a more comfortable rhythm in work if data are accumulated for the annual record on the basis of shorter periods. The week is the most popular unit of time. The *Publisher's circular* of Great Britain, the *Publishers' weekly* of the

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United States and the *Wochentliches Verzeichnis* of Germany are weekly records.

Germany is unique in having a daily record of its flow of literature in its *Borsenblatt fur den deutchen Buchhandler*. The *Bibliographie de Belgique* is a fortnightly. The book trades of France and Italy build their primary records on a monthly basis. Quarterly lists have come into existence in Great Britain. There are half-yearly lists in Germany.

But whatever be the lower unit of time chosen, all countries which have national trade lists of the open variety do have an annual record. The *English catalogue* was the earliest to appear. It was started as far back as 1835. Italy, France, Belgium, Holland, Germany, Norway, Sweden and Denmark have annual bibliographies. Iceland's annual record forms an appendix of that of Denmark.

The earliest precursor of such collective trade annuals of bibliographical value was the *Messkatalog* inaugurated by George Willer in 1564 in connection with the book fairs at Frankfurt and continued till 1749. A similar list for Leipzig ran from 1594 to 1749. The corresponding English list was the *Term catalogue* published from 1668 to 1709 and for 1711. These were reprinted by E. Arber in 1903-06. It was a classified periodical list of new books in each law term (Hilery, Easter, Trinity, and Michaelmas). The first eight issues bore the title, *Mercurius librariaus*. The colophon to the first issue read :

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"A catalogue, thus printed, is intended to be continued and published at the end of every Term, if this find encouragement; it being the First Essay of this Kind.

"Collected by, and printed for, John Starkey, Bookseller, at Miter in *Fleet street*, near Temple Barre."[133]

Nearly a century later (1773) the *London catalogue* was started by William Bent and this was continued till 1855 with various changes of names.

England usually prefers the alphabetical form. It has no objection, of late, to allow catch-word title entries to be mixed up with the author entries. Germany prefers the classified form, while the United States continues its traditional dictionary form. They all give the necessary bibliographical details and the price.

Although these national bibliographies were at the beginning in the hands of individuals, the tendency is to shift the burden to unions of the publishers and printers of the respective nations. It is easy to see that the strain cannot be endured by private individuals for long periods of years. The intention of each nation is that its annual record of the flow of its literature should be perpetual. This can be ensured only on a co-operative basis. The variety of basic and cumulative records that obtain in Germany is due to its strong national union of publishers and booksellers, the Borsenverein der Buchhandler. The unexampled

133. Arber (Edward). Ed. *The term catalogues. 1668-1709 A.D. with a number for Easter Term, 1711 A.D. A contemporary bibliography of English literature in the reigns of Charles, II, James II, William and Mary, and Anne.* 3 V. 1903-1906. V. 1. P. 3.

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stability of the British annual and weekly record is again due to their being in the hands of a similar national organisation.

4325 Books in Print

Apart from such useful records of the flow of literature the book-trades of some countries attempt also another kind of trade bibliography. It gives a list of all the books in print at the time of its publication.

43251 Great Britain

In England it is called the *Reference catalogue of current literature*. Its history—particularly its slow transformation—is interesting. Till 1936 it consisted of the catalogues of the chief publishers being bound together. From the second year (1875) it was provided with a specially constructed index.

The 1936 edition gives the following information[134]

> "New ground is broken with the appearance of this 1936 edition of the *Reference catalogue of current literature*.
>
> "The history of the *Reference catalogue* is one of gradual enlargement and improvement consequent upon the suggestions from the trade. In its original form of 1874 it was wholly an invention thought of for the use of the Trade by Joseph Whitaker and in the "Advertisement" which prefaces the second volume in 1875 and that of 1877 the following appears
>
> "As originally projected, a general Index formed no part of the plan; but as it was clear that half the usefulness of such a catalogue depended upon the Index one was

134. P. *vi*.

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prepared, containing references to nearly fourteen thousand books."

"Since that time the *Reference catalogue* has appeared regularly at three/or four yearly periods, gradually increasing in size until in 1932 it had reached a bulk occupying two feet of shelving in five volumes.

"At the request of the booksellers a referendum was taken from the whole of the trade as to the reducing of the bulk and improving the contents. Consequent upon the almost unanimous opinion expressed, the publishers decided to adopt the format of one volume, which should contain (in two separate indexes) sufficient details of All Books Published and on Sale."

The foreword to the 1940 edition gives the following additional information[135]

This edition contains over 600,000 entries of the books of 775 publishers. The first edition (1874) contained an index of 35,000 entries from the list of 135 publishers. The two indices are given in two separate volumes instead of one.

The Author Volume contains entries for each book under the name of the Author, Editor, Translator, Reviser and in the case of the more important illustrations under the name of the Illustrator.

The title volume contains entries for all books under their title, and under the subject of the book (where this forms part of the title).

No book under the price of six pence is included.

43252 UNITED STATES

The improvisation of a catalogue of books in print by binding all the publishers' catalogues together was really an American invention; in

135. P. *vi*.

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fact *Publishers' trade list annual* of the United States begun in 1873 was the prototype of the British *Reference catalogue* described in the preceding section. It is now virtually superseded by the *United States catalog ; books in print.* This is one of the many bibliographical tools published by H. W. Wilson Company. Its beginning was prompted by Wilson's difficulties as a bookseller in identifying a book when a customer would mention the author, the title, or the publisher but not all the three. So he compiled an author and title list of all books in print in 1892 with the aid of as many publishers' catalogues as could be got and brought it out in 1900 under the above mentioned title. Subsequent editions came out in 1906, 1912 and 1928. The last mentioned fourth edition is the latest. It is supplemented and kept up-to-date by the *Cumulative book index*, which was enlarged in 1929 to include all books in English, regardless of the country of origin. There are five-year cumulative indexes for the periods 1928-32 and 1933-37. For the later years there are annual cumulations. This *Cumulative book index* began even in 1898.

Books are entered in the *United States catalog* and the several issues of the *Cumulative book index* by author, title and subject, all in one alphabetical sequence ; price, publisher, binding, collation, size, date of publication and the Library of Congress card order number are given for each book. For books published in more than one country, all publishers and prices are listed. References are

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used freely to bring together information on books on related subjects.

43253 GERMANY

Germany's first trade catalogue of the books in print was the *Gesamt-Verlags-Katalog der deutschen Buchhandels* 17 B. 1881-1894. This has been replaced by the selective but very extensive annual *Deutcher Literaturkatalog* of books in print, which has been appearing since 1915, the first volume having covered the year 1911.

43254 INDIA

We have no complete trade catalogue either for current books or for books in print, either for India as a whole, or for any province or for any linguistic area. There is neither an apical trade-body to promote their publication nor an enterprising individual, as in the case of the United States, to break the ice as it were and demonstrate their usefulness. Perhaps what might be practicable is the formation of separate unions of publishers and booksellers for each language. Such unions should agree upon the correct standards for the necessary catalogues, basic, supplementary, cumulative and retrospective and maintain them. Such linguistic unions should co-operate with one another and arrive at agreed methods of handling difficult cases like polyglot publications. As most of the bigger libraries are likely to take books in several of Indian languages it would be a convenience if all linguistic unions adopt a common standard.

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CHAPTER 44

PRODUCERS' (MATERIAL) BIBLIOGRAPHIES

Three parties are implied in the enumeration of the links of producers' (material) bibliographies given in section 403, *viz.*, the government, the binding trade and the printing trade.

441 Government

The inclusion of the government in connection with the category of producers' (material) bibliographies needs explanation. The government has always been interested in the production of printed materials and for the efficient discharge of its assumed functions in this matter. Government's interests have been of three different kinds (1) political, (2) legal and (3) cultural.

Of these political interest developed earliest, almost concurrently with the invention of printing. Licensing and state regulation of the press came into vogue very early. Until means existed for rapid multiplication of copies of books, state regulation was not called for. Such multiplication first became possible on the invention of printing in the middle of the fifteenth century.

4411 Great Britain

Confining ourselves, for definiteness, to Great Britain, during the first century after the invention

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of printing, the printing of books was controlled and regulated by special privilege from the king. Lists of books so printed can only be made by a diligent search for royal patents for books in the calendars of Domestic State papers. The field has been covered by bibliophiles in what are known as catalogues of incunabula.

The earliest systematic official list of books had its origin in the charter of the Stationer's Company granted by King Philip and Queen Mary in 1556 and confirmed by Queen Elizabeth in 1559. The charter recites :

> "Know ye that we, considering and manifestly perceiving that certain seditious and heretical books rhymes and treatises are daily published and printed by divers scandalous malicious schismatical and heretical persons, not only moving our subjects and lieges to sedition and disobedience against us, but also to renew and move very great and detestable heresies against the faith and sound catholic doctrine of Holy Mother Church, and wishing to provide a suitable remedy in this behalf."[136]

and ordains the incorporation of the Company of Stationers of London. From their foundation the body kept books and registers and it became apparently the universal practice for authors and printers to enter their books in the register of the Company. Till 1640 the vigilance of the Star Chamber saw to it that no one but a member of the Stationers' Company could print books. Hence

136. Arber (Edward). *Ed. A transcript of the registers of the Company of Stationers of London, 1554-1640 A.D.* 1875. V. 1. P. xxviii.

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the register of the company is virtually a complete list of the books printed in England during that period.

The Star Chamber was abolished in 1640 and all its ordinances which supported the Company were set aside by means of the prejudice attaching to that ill-famed body. Much piratical printing came into vogue. However the celebrated 'Act for redressing Disorders in Printing' passed by the Long Parliament in 1643 recited

> "that the late orders have proved ineffectual for suppressing the great late abuses and frequent disorders in printing so many false and forged, scandalous, seditious, libelling and unlicensed papers......to the great defamation of religion and government, etc."

and stipulated

> "that no book shall be printed unless the same shall be licensed and entered in the register book of the Company of Stationers, according to ancient custom."

Thus it was the political motive that was dominant in those earlier years in inducing the government to provide for the maintenance of a list of books produced in the country.

By the turn of the eighteenth century the legal motive gains in importance. After 1694, the lapse of the Licensing Act left authors and publishers without protection and left them very discontented. Hence the booksellers and publishers, most of whose property consisted in 'copies' of books, importuned Parliament for legal protection. They petitioned in 1703, 1706 and 1709. This petitioning resulted

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in 1709 in the introduction of a bill which ultimately became law. Its material parts ran as follows :

> " An Act for the encouragement of learning by Title by vesting the ' copies ' of printed books in the authors or purchasers of such copies during the times therein mentioned.
>
> Preamble. " Whereas printers, etc.....have of late frequently taken the liberty of printing, reprinting, and republishing books without the consent of the authors or proprietors of such books....for preventing such practice and for the encouragement of the learned to compose and write useful books, be it enacted—"

That no person might offend against the Act through ignorance, it was provided that no one should be entitled to protection unless the title to the copy had been entered in the register of the Stationers' Company.

Thus from 1710 a *Register of copyright works* has been maintained at the Stationers' hall first under the Copyright Act of 1710 and then of 1842. Thus the Stationers' register was revived and continued. But the Acts provided for the delaying of the registration of books till need arose for the institution of legal action. This liberty might have been taken advantage of by many authors and publishers. Some of the books might not have been registered if they did not become a subject of litigation.

The new Copyright Act of 1911 swept away all formalities and the registration at Stationers' Hall ceased ; with the result that we have now no copyright list in Great Britain. No doubt the catalogue of the British Museum library includes all books produced in Great Britain. But then

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they are mixed with foreign books acquired by the library. It should also be remembered that the government publications and certain other privileged publications had been from the very beginning exempted from registration at the Stationers' hall.

A transcript of the registers of the Stationers' Company has been edited by E. Arber in 5 V. for 1554-1640 and by G.E.B. Eyre and H. R. Plomer in 3 V. for 1640-1700.

4412 India

In India the legal interest was apparently the first to appear. The first attempt to maintain a list of publications was connected with legislation for the protection of literary property. In fact the first statute which provided for an official list of books produced in India was Act XX of 1847, known as the Indian Copyright Act, 1847. According to its preamble it was

> "an Act for encouragement of learning in the Territories subject to the government of the East India Company by defining and providing for the enforcement of the right called copyright thereon."[137]

Section 3 of the Act provided that

> "A book of registry wherein may be registered, as hereinafter enacted, the proprietorship in the Copyright of books and assignments thereof, and licences affecting such copyright, shall be kept in the office of the Secretary to the Government of India for the Home Department."[138]

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137. India. Legislative Department. *The unrepeal general acts of the Governor-General in Council....from 1834 to 1867 both inclusive.* Edn. 3. 1898. V.1. P. 49.

138. *Ibid.* P. 51.

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This book of registry does not appear to have been printed. If it is brought to print it will be of much bibliographical value. Its value would however be limited by the fact that registration was not compulsory.

Whereas the legal motive was predominant in providing a book of registry in this manner, the political motive was brought to the forefront by Act No. XXV of 1867, which had for its short title "The Press and Registration of Books Act, 1867." Here are extracts from relevant sections of the Act.[139]

> 9. *Copies of books printed after commencement of Act to be delivered gratis to Government.*—Printed or lithographed copies of the whole of every book which shall be printed or lithographed in British India after this Act shall come into force, together with all maps, prints or other engravings belonging thereto, finished and coloured in the same manner as the best copies of the same, shall, notwithstanding any agreement (if the book be published) between the printer and publisher thereof, be delivered by the printer at such place and to such officer as the (Provincial Government) shall, by notification in the Official Gazette, from time to time direct, and free of expense to the Government, as follows, that is to say :—
>
> (*a*) in any case, within one calendar month after the day in which any such book shall first be delivered out of the press, one such copy,
>
> the copies so delivered being bound, sewed or stitched together and upon the best paper on which any copies of the book shall be printed or lithographed....

139. Sapru (Tej Bahadur). *Ed. Encyclopaedia of the general acts and codes of India.* V. 7. Pp. 507-513.

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Nothing in the former part of this section shall apply to—

(i) any second or subsequent edition of a book in which edition no additions or alterations either in the letter-press or in the maps, book, prints or other engravings belonging to the book have been made, and a copy of the first or some preceding edition of which book has been delivered under this Act, or (*ii*) any (newspaper) published in conformity with the rules laid down in section 5 of this Act.

Sections 18 and 19 of the Act provided

18. *Registration of memoranda of books.*—There shall be kept at such office, and by such officer as the (Provincial Government) shall appoint in this behalf, a book to be called a Catalogue of Books printed in British India, wherein shall be registered a memorandum of every book which shall have been delivered (pursuant to clause (*a*) of the first paragraph of section 9) of this Act. Such memorandum shall (so far as may be practicable) contain the following particulars (that is to say) :—

(1) the title of the book and the contents of the title-page, with a translation into English of such title and contents when the same are not in the English language ;

(2) the language in which the book is written ;

(3) the name of the author, translator or editor of the book or any part thereof ;

(4) the subject ;

(5) the place of printing and the place of publication ;

(6) the name or firm of the printer and the name or firm of the publisher ;

(7) the date of issue from the press or of the publication ;

(8) the number of sheets, leaves or pages ;

(9) the size ;

(10) the first, second or other number of the edition ;

(11) the number of copies of which the edition consists ;

(12) whether the book is printed or lithographed ;

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(13) the price at which the book is sold to the public ; and

(14) the name and residence of the proprietor of the copyright or of any portion of such copyright.

Such memorandum shall be made and registered in the case of each book as soon as practicable after the delivery of the copy thereof (pursuant to clause (a) of the first paragraph of section 9).

19. *Publication of memoranda registered.*—The memoranda registered during each quarter in the said Catalogue shall be published in the (Official Gazette) as soon as may be after the end of such quarter, and a copy of the memoranda so published shall be sent to the said Secretary of State, and to the (Central Government) respectively.

The quarterly list is regularly appearing in the provincial gazettes from the year of this Act. As the Copyright Act of 1914 repealed the Copyright Act of 1847 only and not the Press and Registration of Books Act of 1867 the quarterly list is still being continued in India. As in the case of the *Stationers' register* of Great Britain this list also excluded government publications. Thus they continue to constitute an exhaustive list of books published in India, other than government publications.

Considered as national bibliographios one difference between the copyright list and trade list is that the latter usually omits most of the minor items—those below a certain price or size. But the former usually includes almost all such small pieces. They are more complete if the copyright duty falls on the printer and not on the publisher. Such complete copyright lists are no doubt of considerable value so far as legal interests go. But if

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used as a measure of the flow of literature to meet cultural interests, they are rather misleading. Here is an opinion recorded by Sri S. Ramabhadran in his contribution *Flow of literature* :

"There is a risk in taking the figures of the (copyright list) on their face value. They cannot be taken as affording a reliable measure of the book production in the province of Madras, for they count every issue of a periodical independently. They also include ephemeral pamphlets and elementary text-books. Hence we are obliged to introduce a term which is not easily defined *viz.*, substantial books. It gets defined negatively by Table IV.

TABLE IV.

(*Substantial Books*)

Loose numbers of the 391 Periodicals current in the year		3,123
Pamphlets (Below 50 pages)	..	1,087
Elementary text-books	..	941
Other ephemeral items	..	599
Total	..	5,750
Substantial books	..	290
Total	..	6,040

From Table IV we find that only five per cent. of the output of the printing presses of the Province of Madras are substantial books. In absolute number they are only as few as 290. Surely it is a poor flow of literature for this province which maintains three Universities, one having turned out graduates in thousands for three generations, which has the proud privilege of having been the home of such prolific writes as Sankara, Ramanuja and Madhva and which

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even to-day contributes not a little to the class of intellectuals of India as evidenced by the results of examinations conducted by the Public Services Commission."[140]

A similar sentiment is also expressed about the annual list of books produced in Great Britain, known as the *English catalogue* :

"For the proper understanding of the information supplied however, the following brief explanation is necessary. First of all, the table represents the book publishing activity of the British Isles. It does not represent the total output of the printing presses, for to do so it would have to include an enormous number of periodicals, local government official publications, and ephemeral pamphlets. If such matter were to be included our totals could be increased by many thousands, but they would cease to represent British book publishing.... All publications of forty-eight pages or less are counted as "pamphlets." In some countries, and in the returns of material received under copyright laws, large numbers of these....ephemeral publications are included in the statistics."[141]

4413 UNITED STATES

Since 1891 the United States Copyright Office is publishing its *Catalogue of copyright entries*. It is in four parts :

Part 1, group 1 (books) is printed and distributed to depository libraries every other day ;

group 2 (pamphlets), dramatic compositions, maps, motion-pictures, etc.) monthly ;

part 2 (periodicals and newspapers) quarterly ;

---

140. Madras Library Association. *Memoirs*. 1940. Pp. 68-69.
141. *The English catalogue of books for 1939*. 1940. P. *vii*.

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part 3 (musical compositions) monthly ; and

part 4 (works of art, photographs, etc.) quarterly. All the parts are indexed annually

In the United States, the chief motive of the State to take interest in the production of books and other intellectual property seems to have been chiefly legal. The first federal copyright law was enacted May 31, 1790 under Article I, section 8, clause 8 of the Constitution which empowers Congress to legislate to protect literary property in order

"to promote the progress of science and useful arts, by securing for limited times to authors. . . . the exclusive right to their respective writing."[142]

This law requires the registration of the titles of books in the office of the clerk of the district court of the State in which the author lived. But the statute approved July 8, 1870 transferred the registration to the Librarian of Congress. On July 1, 1897 the Copyright Office was put under the immediate charge of the Register of Copyrights, working under the direction of the Librarian of Congress. It is not known how many copyright entries were recorded in the old district court record books, but the entries are regular and readily accessible since the centralisation in the Library of Congress in July 1870. For Section 4957 of the *Statute of the United States* of that year reads :

142. Shiva Rao (B.). *Ed.* *Select constitutions of the world.* 1934. P. 667.

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"The Librarian of Congress shall record the name of such copyright book or other article, forthwith, in a book to be kept for that purpose in the words following: 'Library of Congress, to wit: Be it remembered that on the day of, A.B. of has deposited in this office the title of a book......the title or description of which is in the following words, to wit (here insert the title or description); the right whereof he claims as author....in conformity with the laws of United States respecting copyrights'."

An act of March 9, 1891[143] provides for the publication of a catalogue of title entries. This work is done by the Index and Catalogue Division of the Office of the Register of Copyright.

4414 FRANCE

The first copyright list of France owed its origin to Napolean's political urge to have an instrument of censorship. It was entitled *Bibliographie de la France* and came into existence in 1811. It has since been taken over by the Cercle de la Librarie. Still its lists are based on those of the books deposited by law with the Ministry of the Interior and thus retains a semi-official character. It is published weekly. The Bibliographical part lists alphabetically by author's names, books, music, prints, dissertations, etc. An author and title index is published annually. It once had also a subject index.

143. United States. *Statutes at large.* V. 26. P. 1108.

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4415 Italy

In Italy there is no official copyright list. But the *Bibliographia d'Italia* founded by the book-trade in 1867 and continued as *Bibliografia italiana* from 1870 by the Associazione Tiprografico-Libraria Italiana is modelled on the *Bibliographie de la France* and compiled from the records of the Ministry of Public Instruction. From 1886 the publication was taken over by the National Library at Florence and is made up of reprints from its *Bollettine*. This is systematically arranged with author and subject indexes.

4416 International Copyright List

A cumulative copyright list for several countries of the world takes the form of the monthly *Le droit d'auteur* which is an official publication of the International Union for the Protection of Literary and Artistic Works. The Union has its office at 7, Helvetiastrasse, Berne, Switzerland. Its object is to ensure to authors effective protection against the illicit reproduction of their works in the territories of the contracting countries. It was founded in 1886 as an outcome of the International Copyright Convention held at Berne in September 1885. In 1886 an act was passed enabling the constituents of the British Empire to join the convention. The pages of *Le droit d'auteur* are rich in statistical information from which a measure of the flow of literature at the production stage in many countries can be constructed.[144]

144. Rambhadran (S.). *Flow of literature* in the *Memoirs* of the Madras Library Association, 1940. P. 62.

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442 BINDER BIBLIOGRAPHIES

Among the producers' (material) bibliographies, the binder bibliographies have perhaps the least reference value as they are far too much based on the pure externals of the book. Naturally it is only the most artistic bindings that come to be specially listed. And a correlation between artistic binding and the permanence of the value of the thought content of a book is likely to be very high. Hence we cannot say that binder bibliographies have no reference value whatever.

Bibliographies of this kind usually consist of catalogues of exhibitions of book bindings. It happens that modern bindings figure least in such exhibitions. This also lowers the reference value of such catalogues. Catalogues of the exhibits are usually announced in periodicals devoted to book production. The *Year's work in librarianship* also devotes a section to list all such catalogues. By way of example we may cite one such catalogue, *viz.*, the *Catalogue of the exhibition of bindings (12th to 16th century) held by the Bibliotheque Royale at Brussels in 1930*. Another general binder bibliography is the *Catalogue of English and foreign book bindings offered for sale*, 1921, published by Quaritch.

443 PRINTER BIBLIOGRAPHIES

Printer bibliographies may be said to have more reference value than binder bibliographies. Further the ideal of a complete bibliography has been approached only in their case and that too only

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with regard to the pioneer period of printing reckoned for convenience as ending with 1500 A.D. The books of that period are named *incunabula*; as they were products of the yet unstandardized printing presses, they are in need of being studied typographically.

The following account of the semasiology of the term *incunabula* is worth quoting :

> "In the latter part of the seventeenth century, the period when for the first time first products of the printing press began, two centuries having elapsed, to be objects of interest in themselves, a Dutch bibliographer, Cornelius a Beughem, 1688, used this fanciful term *incunabula artis typographicae*, "swaddling clothes of the typographic art." The term did not pass into common use till it was revived, as "incunabula" simply (singular, Incunabulum, Anglice incunable) late in the nineteenth century, in place (in England) of the word "fifteener" which had sometimes been used. It swiftly came into general use in various vernacular forms, and in Germany was freely translated into *Wiegendrucke*, or "cradle-prints."[145]

4431 INCUNABULA

The earliest printer bibliography of value is Panzer (G.W.): *Annales typographici ad annum 1536.* 1793-1803.

Hain (L.F.T.): *Repertorium Bibliographicum ad annum, 1500*, 1826-38, along with its four supplements and register, though arranged by author, has its place among printer bibliographies only, on account of its accurate description. In fact it is

145. Esdaile (Arundell). *A student's manual of bibliography.* P. 263.

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this famous book that put the knowledge of early printing in a new basis.

Henry Bradshaw invented the natural history method of arranging and studying printer bibliographies. The most outstanding book based on this method is Proctor (R.) : *Index to the early printed books in the British Museum....to 1500, with notes of those in the Bodleian library*, 1898. Here the titles are arranged on typographical evidence under their countries, towns, presses and dates—the Proctor order.

The latest venture in the field which aims at the thoroughness usually associated with its country of origin is the *Gesamkatalog der Wiegendrucke*, 1925 —promoted by a Commission appointed by the Prussian Government with Konrad Haebler as chairman.

Further lists of incunabula will be found in Part 5.

4432 MODERN PRINTING

For obvious reasons we don't have exhaustive printer bibliographies prepared for modern printing. However a few individual presses which specialise in artistic production have published interesting bibliographies. Here are some examples :

Symons (A.J.A.) *etc. The Nonesuch century. An apprisal, a personal note and a bibliography of the first hundred books issued by the Press 1923-1934*. 1936. is best grouped with printer bibliographies though the Nonesuch Press gets its printing done by various firms. For it is produced as printer biblio-

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graphy with illustrative and inset pages of interest to the student of typography.

Another example is *Chanticleer: a bibliography of the Goldon Cockerel Press. April 1922—August 1936.* 1937. It is a bibliography of the 112 books produced by the press.

The Merrymount Press of Boston is another firm which has its bibliography published. The list given in D. B. Updike's *Notes on the Merrymount Press and its books*, 1934, contains a fairly complete bibliographical description of more than 760 items.

4433 PRIVATE PRESSES

The Caxton Celebration of 1877 and the Arts and Crafts Exhibition of 1888, and particularly a lecture on printing given at it by the master printer Sir Emery Walker, led to a revival of fine printing in England. In 1891 William Morris set up the Kelmscott Press at Hammersmith to materialise the revival. Perhaps the greatest significance of the press is the stimulation of similar efforts like those of the Doves Press of Cobden-Sanderson and Emery Walker, Hornby's Ashendene Press and Rickett's Vale Press.

S. C. Cockerell published a list of books printed at the Kelmscott Press with important notes on the books themselves. Another printer bibliography of the same printing press is the *Catalogue of an exhibition in celebration of the centenary of William Morris held at Victoria and Albert Museum*, 1934.

A descriptive bibliography of the books printed at the Ashendene Press 1895-1935, 1935 is a fine example of

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a single printer's bibliography relating to our own day. After forty years of fine work embodied in the forty works included in the *Descriptive bibliography* the press closed down and the closing words of the founder are interesting :

> " At its inception in no sense whatever was it a business venture, nor was there any thought of issuing books to the public, or of printing anything beyond what could be accomplished by my own unaided hands."[146]

Ransom (W.) : *Private presses and the books they have given us*, 1928, is an important source book for printer bibliographies.

146. *Year's work in librarianship.* V. 8. 1935. P. 166.

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CHAPTER 45

AUTHOR BIBLIOGRAPHIES

The producers' (thought) bibliographies or author bibliographies, as we may call them, form the first link in the economico-bibliographical chain given in section 403. By an author bibliography we mean a complete list of all the works of an author, in all its various editions, translations and adaptations. Though a few such lists have occurred at all times from the pre-printing days onwards, it is only during the last fifty years or so that a considerable group of bibliographers have come to be engaged on their compilation.

451 Early Examples

1. As far back as in the second century, the immensely prolific writer Galen published a classified bibliography of his own writings. As his works exceeded 500, his auto-bibliography was in two volumes: *De libris propriis liber* and *De ordine librorum suorum liber.* They were both first printed in the first edition of his collected works in 1525. In these the classes under which the works are arranged are: commentaries, anatomy, Hippocratic writings, ethics, grammar, rhetoric and so on. Another Galen bibliography was prepared in Arabic by Humain ibn Ishag in the ninth century. This was translated into German during 1925-1932 by G. Bergstrasser.

2. Erasmus is another prolific writer who communicated to a friend a draft auto-bibliography in 1523 from his

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exile at Basle. This was printed in the same year as *Catalogus omnium Erasmus Roterodami lucubrationum.* A new edition of this came out in 1524. Here the titles and some other particulars of his works were presented in narrative form and in chronological order. There was also a classified tabular statement after the model of Galen.

3. An interesting auto-bibliography in verse is embedded in John Skelton's poem : *A ryght delectable tratyse upon a goodly garlande or chapelet of laurell*, 1523. From line 1170 to 1476,

"Occupacyoum redith and expoundyth sum parte of Skeltons bokes and baladis with ditis of pleasure, in as moche as it were to longe a proces to reherse all by name that he hath compylyd etc."[147]

452 EARLY SANSKRIT AUTHORS

Auto-bibliographical tendency is perceivable also in Sanskrit authors.

1. Vacaspati Misra of the ninth century, a famous commentator on all the six schools of Indian philosophy, enumerates his chief works in the third of the pre-colophon verses of his Bhamati, the well-known commentary on the *Brahmasutra bhashya* of Sankara.[148]

2. Sriharsha, a poet and dilectician of the twelfth century, set a new fashion by mentioning his works at the rate of one in the last verse of almost all the cantos of his famous poem the *Naisadhiya carita.*[149] Not even a single representative manuscript of any but one of these works of this prolific writer has been traced out till now. Here are some of the later authors who imitated this style of auto-bibliography :

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147. Skelton (John). *Poetical works, (ed.)....by Alexander Dyce.* 1843. V. 1. P. 408.

148. Nirnaya Sagara edition. 1917. P. 1020.

149. Nirnaya Sagara edition. 1928.

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(i) King Kumbharana of Mewad of the fourteenth century in his commentary *Rasikapriya* on the *Gita govinda* of Jayadeva[150];

(ii) Divakara (fl. 1500) in his *Bharatamrita kavya*;[151]

(iii) Narayana pandita in his commentary *Vivarana* on the *Kumarasambhava* of Kalidasa.[152]

3. In his *Yatharthamanjari*, a collection of essays on philosophy, Ramanandatirtha lists after the colophon 47 works of his.[153]

Hymnic bibliography is another feature found in Sanskrit writings.

4. A very interesting instance is the hymnic bibliography of Madhvacarya of the thirteenth century, founder of the Dvaita School of Philosophy. It lists in aunshtup verse 37 works of his and is entitled *Granthamalikasstotra.*[154] It is recited by the followers of Madhva at the time of prayer. In fact the last line of this hymnic bibliography ends with the statement of faith:

"By the mere recital of these Hari, the Lord of Madhva, is pleased."

एतेषां पाठमात्रेण मध्वेशः प्रीयते हरिः ॥

5. Venkatamakhi, a celebrated author of the sixteenth century has been bibliographed by one of his pupils Rajacudamani Dikshita. He includes the biblio-

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150. Nirnaya Sagara edition. 1923.

151. Asiatic Society of Bengal. *Descriptive catalogue of Sanskrit manuscripts*. V. 7. 1934. Pp. 1418-50.

152. Trivandrum Sanskrit Series, 28, 32 and 36.

153. Mitra (Rajendralala). *Notices of Sanskrit mss.* 1874. V. 2. Pp. 382-383.

154. Bhandarkar (R.G.). *Report on the search for Sanskrit mss. in the Bombay Presidency during the year 1882-83.* 1884. Pp. 207-208.

See also Government Oriental Manuscripts Library, *Madras. A triennial catalogue of manuscripts collected during the triennium 1913-14 to 1915-16.* V. 2. Pt. 1. Sanskrit B. by S. Kuppuswami Sastri. 1917. Pp. 2008-9.

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graphy in the introduction to his own *Tantra cudamani*[155] written in 1637.

6. Rajacudamani Dikshita has given his auto-bibliography at the end of his work on poetics entitled *Kavya darpana*. It lists 23 works in 14 anushtup verses.[156]

7. Here is an example of ancestorial author bibliography. In the prologue to his play *Krishnavijaya dima* Venkatavarada of Viravalli family of Srimushnam gives three lists[157] of seventeen, thirty-two and six works respectively of three of his ancestors.[158]

453 IN BIOGRAPHIES

Some of the biographies of some eminent authors usually include a full bibliography of the biographee.

Examples :

1. Dawe (Grosvenor). *Comp. Melvil Dewey, seer, inspirer, doer, 1851-1931.* 1932.

devotes its fourth part[159] to *a bibliography of Melvil Dewey* by Margaret Zank and Roby Bair. It is claimed to be

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155. Government Oriental Manuscripts Library. *Madras. A triennial catalogue of manuscripts collected during the triennium 1910-11 to 1912-13.* V. 1. Pt. 1. Sanskrit C. by M. Rangacharya and S. Kuppuswami Sastri. 1913. P. 807.

156. Government Oriental Manuscripts Library, *Madras. A descriptive catalogue of the Sanskrit manuscripts.* V. 22 by S. Kuppuswami Sastri. 1918. Pp. 816-17.

157. Government Oriental Manuscripts Library *Madras. A descriptive catalogue of the Sanskrit manuscripts.* V. 21 by S. Kuppuswami Sastri. 1918. Pp. 8572-3.

158. We are indebted to our young colleague Dr. V. Raghavan, Junior Lecturer in Sanskrit in the University of Madras, for these seven examples. A fairly exhaustive list of all such author-bibliographies in Sanskrit works, printed or manuscript is expected to be given in the revised edition of the *Catalogus catalagorum* on which he is engaged and which will eventually be published by the University of Madras.

159. Pp. 365-384.

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a complete bibliography of the works by and about Dewey, except materials regarding the Decimal Classification. The following are the groups that occur : Books by Dewey ; Books edited by Dewey ; Articles by Dewey ; Information about Dewey ; and Portrait index.

2. Thompson (Sylvanus P.). *Life of William Thomson.* 2 V. 1910

has a bibliography and a list of patents[160] arranged chronologically. Twenty-five printed books, six-hundred and sixty-one papers and seventy patents are included.

3. Thompson (Edward). *Rabindranath Tagore, poet and dramatist* 1926.

appends a bibliography of Bengali books and English books arranged in two chronological sequences. The limits of his bibliography are indicated by the author in the following words :

" His magazine contributions cover fifty years and are so incredibly many that no bibliography of them would be possible, except as a separate volume devoted to listing these alone. Nor have I listed his very many introductions to books by other writers.... I have omitted test-books, issued at various times for the use of the Santiniketan school.... I have omitted also some books of music."[161]

454 In Collected Works

Another type of books in which full author bibliographies occasionally occur is " collected works." Often the contents pages are deemed to constitute a bibliography. But it is only if there is a separate bibliographical chapter or appendix that we get a complete bibliography showing the several editions, etc.

160. Pp. 1223-1277.

161. Pp. 313-15.

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Examples :

1. Rumford (*Count*). *Complete works*. 5 V. 1876.

gives an enumeration[162] of his writings with exact references as to where they occur.

2. Poynting (John Henry). *Collected scientific papers*. 1920.

gives a complete author-bibliography.[163] This includes several articles which are not reprinted in the edition and the titles of all his books.

3. Abraham (Karl). *Selected papers....tr. by Douglas Bryan and Alix Strachey*. 1927. (International psycho-analytical library, ed. by Ernest Jones, 13).

has a *Bibliography*[164] *of scientific publications*, arranged chronologically. It includes 115 items, the most important ones being marked with an asterisk.

455 IN MEMORIAL VOLUMES

During the last sixty or seventy years, presentation of memorial volumes to eminent authors on some important epochs of their life has been coming into vogue. While they are usually composite books including contributions from several authors, in some cases, they include also a full bibliography of the dedicatee. India too is having its share of such composite publications with or without author bibliographies.

Examples :

1. Windisch (Ernst). *Ded. Festschrift*. 1914.

contains a *Windisch-Bibliographie*.[165] It is in five sections, *viz.*, (1) Varia ; (2) Sprachvergleichung; (3) Keltesche Philologie ; (4) Indische Philologie and Verwandtes and (5) Beteiligung an Arbeiten anderer Gelehrten,

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162. Pp. 796-816.
163. Pp. 758-763.
164. Pp.
165. Pp. 366-380.

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Redactionstatigkeit. Each of the first four sections has two sub-sections. The first of these consists of a list of his original contributions and the second, of a list of his reviews. The total number of items listed is 285.

2. Pathak (Kashinath Bapuji). *Ded. Commemorative essays*, 1934. (Government oriental series, B, 7).

gives a list[166] of the works of Pathak. The list is arranged in six sections, *viz.* (A) Independent publications ; (B) Papers in the *Indian antiquary* ; (C) Papers in the *Epigraphica Indica* ; (D) Papers in J.B.B.R.A.S. ; (E) Papers in the *Annals* of the Bhandarkar Oriental Research Institute ; and (F) Papers contributed elsewhere. The number of items in the list is 67.

3. Haraprasad. *Ded. Memorial volume.* 1933.

gives a complete author bibliography of the dedicatee.[167] It lists 317 items which are arranged in several groups like Bengali works ; text books for schools ; Bengali pamphlets ; books and pamphlets in English ; editions of Bengali texts ; edition of a Maithili text ; editions of Sanskrit texts ; notices of mss. ; descriptive catalogues of mss. ; report on search for mss. ; and contributions arranged by the periodicals in which they appeared.

4. Jespersen (Otto). *Ded. A grammatical miscellany offered on his seventieth birthday.* 1930.

devotes its last section to a complete bibliography[168] of Jespersen compiled by C. A. Bodetsen. The independent works and contributions to periodicals are arranged in one chronological sequence. They number 382.

5. Titchener (Edward Bradford). *Ded. Studies in psychology. Contributed by colleagues and former students.* 1917.

166. Pp. xix-xxi.
167. Pp. 372-414.
168. Pp. 433-457.

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concludes with a contribution by William S. Foster entitled *A bibliography of the published writings of Edward Bradford Titchner. 1889-1917.*[169] It arranges the bibliography under various heads such as books (24 items) ; translations (12 items) ; articles, notes, discussions (164 items) ; editorials (143 items). In each group the items are arranged chronologically.

6. Tout (Thomas Frederick). *Ded. Essays in medieval history.* 1925.

has for its last essay xxix *A list of the published writings of Thomas Frederick Tout*[170] compiled by Mary Tout. The items are arranged chronologically from 1881 to 1925. Under each year, the arrangement is roughly as follows : Independent publications, with mention of the various editions ; joint authorship books ; contributions to serials and reference books ; contributions to periodicals ; reviews ; and obituaries.

456 IN PERIODICALS

Occasionally author bibliographies are also found in periodicals. Either a whole volume or a whole issue of a volume may constitute an author bibliography ; or the bibliography may occur in instalments in a number of issues or even a number of volumes of the same periodical. The reference staff should list all such cases and get analytical entries written for the catalogue or at least keep a record of them in the reference cabinet.

Examples :

1. The *Annals* of the Bhandarkar Oriental Research Institute, V. 7, 1926, gives perhaps the only bibliography we have of R. G. Bhandarkar. It occurs as an appendix[171] to the obituary notice. It is arranged

169. Pp. 323-337. 170. Pp. 381-397.
171. Pp. 157-159.

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under the following headings : literary contributions ; contributions to oriental congresses ; literary addresses ; reviews ; obituary notices ; reports on search of manuscripts ; prefaces ; social writings ; early history of the Deccan ; inscriptional essays ; vaishnavaism, Saivism, etc. ; and Wilson philological lectures.

2. National Academy of Sciences. *United States. Biographical memoirs.*

is a periodical rich in author bibliographies. For example V. 17, published in 1937, deals with 14 scientists. Taking the sixth as the type, the subtitle reads :

Meeker (George H.). *Biographical memoir of Edgar Fahs Smith, 1854-1928.* 1935.

At the end of the biography and a critical estimate[172] we have 'Biographic sources', etc., and finally his bibliography which has the following divisions : Scientific papers of Edgar Fahs Smith ; brochures on American chemical history ; volumes on American chemical history ; original and translated chemical texts ; doctorate theses in chemistry carried out under the direction of Edgar Fahs Smith. The items in each of these sections are arranged chronologically.

3. The third example is taken from a botanical periodical.[173] It is entitled

Barnhart (John Hendley) : *The published work of Lucion Marcus Underwood.*

It comprises 212 entries. The various papers are listed chronologically. The period covered is 1878 to 1907. All the 212 items listed had been examined while the bibliography was in the course of preparation. The list does not include contributions to newspapers. There is an alphabetical index at the end of the biblio-

172. Pp. 103-136.

173. Torrey Botanical Club. *Bulletin.* V. 35. 1908. Pp. 17-38.

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graphy,[174] giving reference to the serial number in the chronological part.

4561 'BY AND ON' TYPE

Occasionally an author bibliography of the 'By and on' type[175] also gets published in periodicals.

Example :

Royal Asiatic Society. *Bombay Branch. Journal.* V. 26. 1921-23.

has its article 11 devoted to the fifth part of the *Studies in Bhasa* by V. S. Sukthankar. It is entitled *A bibliographical note.* It is arranged under the following headings: A. Individual plays; the order of the items under each play being: text editions; translations and criticisms. B. General criticism of the plays, the order of the items being chronological; and C. Incidental references, here also the order of the items being chronological. The total number of entries is 111.

457 CUMULATIVE INDEXES TO ABSTRACTING PERIODICALS

We get what is virtually a series of author bibliographies in the cumulative indexes of abstracting periodicals. An abstracting periodical usually takes within its purview quite a large range of related subjects centering round its main subject. Thus, practically all the writings of a person specialising round that main subject will find a place in the abstracting periodical; and the

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174. Pp. 33-38.
175. *Vide* section 459 for definition.

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alphabetical or author part of its cumulative index will contain a list of his writings.

Example :

We find six columns of R. Willstatter's bibliography in the cumulative author indexes covering the *British chemical abstracts* for the years 1917 to 1932.

458 INTERNATIONAL CATALOGUE OF SCIENTIFIC LITERATURE

The completeness of the author bibliography is naturally even more pronounced in an international catalogue covering all sciences or subjects and ranging over a fairly long period ;

Example :

One unique publication of the kind is the

Royal Society of London. *Catalogue of scientific papers, 1800-1900.* 19 V. 1867-1925.

It is a monument of co-operative effort in the field of bibliography. As a collection of author bibliographies it is unexempled. For it is an author index for the whole of the nineteenth century to 1,555 periodicals and transactions of learned bodies. For each contribution of an author it gives the full title, title of periodical, volume, date, and inclusive paging. Considered as author bibliography, it does not, however, include independent publications. John Edward Gray, the prolific naturalist, gets for example 867 entries.

459 INDEPENDENT AUTHOR BIBLIOGRAPHIES

In the matter of the author bibliographies of modern times we have so far referred only to dependent ones or those forming parts of some other books. Of late we are also having author

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bibliographies as independent books. They may either confine themselves to the works by the author or may include in addition works on the author. Strictly speaking it becomes a subject bibliography in the latter case. For it includes all writings on the author considered as a subject of study. We shall refer to it as the 'By and on' type of author bibliography.

4591 AUTHOR'S WORKS ONLY

As an example of the first kind, *i.e.*, of author bibliography, which confines itself strictly to works by the author, we have :

Thomas (Milton Halsey). *Comp. Bibliography of Nicholas Murray Butler, 1872-1932 ; a check list.* 1934.

This check list is the first comprehensive record to be made of Dr. Butler's books, addresses and other writings.

The material falls into the divisions listed in the *Contents*. Under these headings, the titles are arranged in chronological order, addresses being arranged according to the date of delivery. All titles, personal names, and names of institutions and organisations in the book have been included in the index, local institutions being indexed under the city, and subject entries have been made where necessary.

Contents : Preface. 1. School and College Days ; 2. Addresses, Essays and Articles ; 3. Books ; 4. Introductions and Prefaces ; 5. Translations ; 6. Books and Periodicals Edited ; 7. Annual Reports. Index.[176]

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176. *Columbia books, supplement No. 7, cumulating nos. 1-7, with complete list of forthcoming titles as of January 1, 1936, in appendix.* 1936. P. 67.

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4592 'By and on' Type

Perhaps the earliest thorough bibliography of the works by and on a single author is

Hammond (Eleanor Prescott). *Chaucer, a bibliographical manual*. 1908.

This has been converted into a bibliography of open variety by the publication of the following supplements, which may be brought up-to-date periodically by further supplements if the present bibliographical enthusiasm of the world does not wane:

1. Griffith (Dudley D.). *A bibliography of Chaucer, 1908-1924*. 1926; and
2. Martin (Willard E.). *A Chaucer bibliography. 1925-1933*. 1935.

Hammond's *Manual* is "the first work of the new or analytical type." The manuscripts and the editions are analysed as well as simply classified; thus each poem occurring in either will be recorded in the section devoted to that particular poem as so occurring. And the same is done with critical works. Each chapter or substantial passage dealing with a work or an aspect of the poet is separately entered. The whole of Chaucer literature is in this way indexed, and the result is a sort of encyclopaedia of Chaucerian knowledge. The book begins with an analysis of the writings on the life of Chaucer, shewing the supersession of the legend by accumulating facts, and quoting the more important from Leland down. Then follow the canon, the chronology, the sources, and a list of collected editions; *The Canturbury tales*; Other works, alphabetically; linguistics and versification; verse and prose printed with the work of Chaucer is of the nature of an appendix. The last section is "Bibliographical", and is not really up to the rest,

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consisting of rather meagre practical hints. There is an excellent index.

"The chapter dealing with the minor works is headed by complete accounts of manuscripts and editions. If we pick out a poem we shall see the method. *Bukton* is a simple case. We have first a note of the sole manuscript and the exact prints from that manuscript by the Chaucer Society; for *textual notes* there are references to *Anglia* and *Englische Studien*.

"Next comes a summary list of the *Editions*, mostly of the *Works*, which contain *Bukton*; then of modernisations and translations wherever found, with references to other sections of the book where modernisations and translations are recorded together.

"*Authenticity* (often no easy matter) is here dealt with by the simple note that the poem is marked as Chaucer's by the manuscript.

"A note on the *Title* gives occasion for an account of the variations of title that have been given to the poem (in the teeth of that in the manuscript), and the shiftings it has endured in the editions, from the end of *The Book of the Duchess*, to which Urry (apparently misunderstanding Stow) had regarded it as an envoy, into the Minor Poems, back again, and then again, and finally into the Minor Poems.

"For the *Date* we have three references, to passages in Furnivall's *Trial Forewords*, to Koch's *Chronology*, and to a communication by Skeat to the Academy.

"Finally *Notes*, referring, for general comment on the poem, to *Notes and Queries*, Morley's *English Writers*, ten Brink, Root's *Poetry of Chaucer*, and Skeat's big edition of Chaucer.

"You will perceive that to make a bibliography on these lines you have not merely to record, but to digest and to analyse the literature. *Bukton* is merely a single

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piece among the Minor Poems ; there is no separate edition of it, and no separate work devoted to it. In no ordinary bibliography therefore should we find any mention of it whatever. That Morley, ten Brink, and the others give a couple of pages apiece to it would be buried knowledge, for their books would not be entered at all ; Root's *Poetry of Chaucer* would presumably be entered once, but with little or no information as to its contents.

" The only drawback to the topical bibliography is the enormous labour needed to produce it, especially for a classic."[177]

To the details enumerated above may be added what has been termed " allusion bibliography."[178] Such exhaustive topical or analytical bibliographies are now coming much into vogue. Spenser and Milton have also been provided with such bibliographies :

Thompson (Elbert, N.S.). *John Milton, a topical bibliography.* 1916.

Carpenter (Frederick Ives). *Reference guide to Edmund Spenser.* 1923.

Atkinson (Dorothy F.). *Edmund Spenser, a bibliographical supplement.* 1937.

The authors of the eighteenth and nineteenth centuries are also now-a-days getting such treatment.

Several literary authors have received fairly full bibliographies though not of the same degree of

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177. Esdaile (Arundell). *Sources of English literature, a bibliographical guide for students.* 1929. (Sandars lectures, 1926). Pp. 92-95.

178. Ranganathan (S.R.) and Sivaraman (K.M.). *Classification of allusion books.* In the *Modern librarian.* V. 7. 1937. Pp. 127-133.

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exhaustiveness as Chaucer, Spenser and Milton. A list of such bibliographies will be found in Part 5.

It is not merely literary authors that are provided with such extended form of author *cum* subject bibliographies.

Examples :

1. Maire (Albert). *Pascal savant ses travaux mathematiques et physiques, etc.* 1925.

is a bibliography of the works by and on Blaise Pascal. The following are the divisions in the bibliography.

Introduction.
Essai pour les coniques.
Notes sur l'academie parisienne.
Travaux se rapportant aux coniques.
La machine a calculer.
La cycloide ou trochoide.
Notes et travaux sur la cycloide.
Ouvrages se rapportant indirectement aux travaux de Pascal.
Travaux de mathematiques et de geometrie (Triangle arithmetique, Traite des ordres numeriques).
Notes et articles sur les travaux mathematiques et autres.
Travaux de physique (L'experience du Puy-de-Dome. Le traite de l'equilibre des liqueurs et de la pesanteur de la masse de l'air).
Notes et articles sur les travaux de physique.
Les carrosses a cinq sols. La brouette. Le haquet.
Editions des oeuvres completes et extraits.
Les travaux d'Etienne Pascal (Affaire Morin. Lettres. Problemes. Critiques. Lettre de Jacqueline Pascal)
Biographie de Pascal au point de vue scientifique.
Les Faux Autographes de Pascal (Vrain-Lucas. Michel Chasles).
Addenda.

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2. Besterman (Theodore). *Comp. A bibliography of Sir Oliver Lodge with a foreword by Sir Oliver Lodge.* 1935.

It was published to celebrate the sixtieth anniversary of the publication of Sir Oliver Lodge's first work. The compiler states: "I cannot hope that the bibliography is literally complete (it includes, for instance, contributions to some 130 periodical publications); but I shall be disappointed if the omissions exceed one or two per cent. of the total and if this percentage includes anything of importance."[179] The arrangement is chronological by the date of first publication. There is also a rough classification table which shows the number of papers written each year on each of the nine classes into which the range of his writings is divided. The table shows the total number of writings as 1,156. After the bibliography of the writings of Sir Oliver Lodge comes a *Select list of writings on Sir Oliver Lodge.* It occupies nine pages and includes 60 items. There is an alphabetical title index.

3. Thomas (Milton Halsey). *A bibliography of John Dewey, 1882-1939.* 1939.

is another example of author-bibliography of the 'By and on' type. "This volume lists the published writings of John Dewey from his first article in April 1882, to the first of November 1939, following the plan of the 1929 edition. The arrangement is, as far as possible, chronological by date of publication. Books and parts of books are put directly after the annual heading, followed by articles. Reviews and translations have been included where known, but the material has not been exhausted. Part II contains selected titles about Dewey, exclusive of book reviews which are listed with the books.[180] Nearly all the titles in this volume were examined personally." The

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179. P. x. 180. p. v.

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index at the end includes even the technical terms and the significant headings of the chapters that occur in the annotations under the books in Part I or in the titles of articles in Part II.

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CHAPTER 46

SUBJECT BIBLIOGRAPHY

Note : For a list of subject bibliographies, Part 5 which will appear in the second volume should be seen. This chapter merely deals with theory.

~~In section~~ 421 the term ' Reference bibliography ' was suggested as an alternative name of ' Subject bibliography.' This was to emphasise the fact that of all the classes of bibliographies indicated by the economico-bibliographical chain of section 403 it is the subject bibliography that is of the most direct and exact service to the reference librarian.

To go on digging almost at random into a mass of printed stuff that may or may not be useful for the purpose would be like looking for a needle in a haystack, without any indication that the needle is there. The difficulty of finding a needle in a haystack is proverbial, but the proverb is now quite out of date. A modern physicist, equipped with the necessary apparatus, would find no difficulty whatever in recovering a needle from a haystack with the least possible disturbance to the hay. The first essentials in our case are expert reference librarians and the apparatus necessary for their work is a scientifically prepared subject bibliography.

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461 SECONDARY AND TERTIARY BIBLIOGRAPHIES

Like the consumers' bibliography and the book-selection list, the subject bibliography is a secondary bibliography, which draws largely from all other kinds of bibliography which, from this point of view, may be called primary bibliographies.

Subject bibliography differs from a consumers' bibliography in one essential matter. The latter naturally gives great weight to the needs and the capacity of a particular reader or at most a particular homogeneous class of readers. The subject bibliography on the other hand has to provide for all classes and grades of readers. Hence, it looks as if the reader does not figure at all in its preparation. It is the specific subject, its scope, its orientation and the penumbra of allied subjects that occupy attention. A full assemblage of available books, periodicals, parts of books and articles in periodicals is what is aimed at. If at all a sieve is applied it is one designed to keep out merely spurious and feeble materials. The job of looking after the specific needs of particular readers is not undertaken by the subject bibliography. It is either left to the living voice of the reference librarian or to the eclectic consumers' bibliographies, which usually draw from the subject bibliographies themselves.

From this point of view, consumers' bibliographies may be called tertiary ones.

Similar remarks apply also to book selection lists.

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462 Range of Materials

Subject bibliographies may differ considerably in the range of materials listed by them. They may mention only titles of books ; or they may analyse books and list chapters or even smaller parts of them ; or they may confine themselves severely to articles in periodical publications ; or they may mention books and articles ; or they may be equally hospitable to books, parts of books and articles.

4621 Books

The earliest known subject bibliographies were mostly bibliographies of books. They did not include articles from periodical publications for the simple reason that they had not then come into existence. Parts of books also were not thought of, possibly because such bibliographies were not in demand from readers or for reference purposes and owed their existence chiefly to the bibliophilic urge in a few scholars.

Examples :

The first three of the following examples belong to the early days of printing. They are taken from Besterman.[181] The last three are modern examples:

1. Champier (Symphorum). *Primus de medicine claris scriptoribas.* 1506. (Lyons).

is the earliest known medical bibliography. It is divided into five parts devoted respectively to ancient, philosophical, ecclesiastical, Italian and other European writers.

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181. Besterman (Theodore). *The beginnings of systematic bibliography.* Edn. 2. 1936. Pp. 10, 14 and 53.

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2. Another early bibliography is

Nevizzano (Giovanni). *Inventarium librorum in utroque iure.* 1522.

It is believed to be the first printed legal bibliography.

3. The earliest known solely geographical bibliography is Leon (Antonio de). *Epitome de les biblioteca oriental i occidental nauticai geografia.* 1629. (Madrid).

It provides a Spanish translation of all the entries.

4. Bolton (Henry Carrington). *A select bibliography of chemistry, 1492-1892.* 1893. (Smithsonian miscellaneous collections, 850).

with its supplements of 1899, 1901 and 1904 is the fullest list of chemical books yet published. Its supplements bring it up to 1902. It is in eight sections : (1) bibliography (2) dictionaries (3) history (4) biography (5) chemistry, pure and applied (6) alchemy (7) periodicals (8) academic dissertations. " In each section, excepting those of Biography and Periodicals, the titles are arranged alphabetically by authors, translations of each work following the original in the alphabetical order of the English names of languages.... In the section of Biography the titles are placed under the names of the persons described, with cross-references from the authors ; in the Section of Periodicals the titles are arranged alphabetically by the first word, articles and 'New' excepted, with cross-references from the editors."[182]

5. Monroe (Will S.). *Bibliography of education.* 1903. (International education series, 42).

is a " list of 3,200 books and pamphlets in the English language only, classified under about 125 topics with author and subject index."[183] The author's reason

182. P. vii.

183. Monroe (Paul). *Ed. A cyclopaedia of education,* 1911. V. 1. P. 378.

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for excluding periodicals is worth quoting: "The periodical literature is both too large and too distinct to be included in such a bibliography; to give merely the most important periodical references on the different subjects treated in this book would make a work of four or five goods-sized volumes. Moreover, a satisfactory bibliography of periodical literature can only be made by a large number of specialists working together."[184]

6. Here is another example which confines itself solely to books. The title shows its scope quite explicitly:

Monod (G.). *Bibliographie de l'histoire de France: catalogue methodique et chronologique des sources et des ouvrages relatifs a l'histoire de France depuis les origines jus qu' an 1789*. 1888.

It lists 4,542 titles. It provides at the end an alphabetical index of about 60 pages.

4622 Books and Parts of Books

Historically considered, bibliographies which contained analytical entries of books were evolved only after bibliographies which listed articles in periodicals. It is the challenge thrown by the severely composite nature of periodicals that necessitated the invention of analytical bibliographies. As for composite books like memorial volumes and symposia, they are comparatively recent inventions. In the early days of printing—say in the first three centuries—practically all books were simple books.[185] That was the reason for the slow evolution of analytical bibliographies of books.

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184. P. xii.

185. *Defined in* Ranganathan (S.R.). *Classified catalogue code.* 1934. (Madras Library Association, publication series, 4). Rule 084 and its sub-divisions.

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Examples :

A colossal example of a bibliography of this type is *Essay and general literature index 1900-1933, an index to about 40,000 essays and articles in 2,144 volumes of collections of essays and miscellaneous works.* 1934.

Essays in all fields are included. There are 86,698 entries. They are arranged in a dictionary form. Under the author's name are found (1) his works (2) works about him under the heading " About " and (3) criticisms of an individual work of his under the heading " About individual works."

The Library of Congress subject headings have been used as the basis for subject entries. Title entries occur sparingly. Essays which appeared under various titles have been listed under one title in both author and subject entries, with a reference from each title under which it was published. When an essay had been found to be only a part of the original essay the term " Selection from " has been added after the title. In cases of homonymous titles, the term " Another essay " has been added after the title of the second essay. Reference to periodicals are added when the material indexed had also appeared in this form. In such cases only the first page of reference is given. The basic volume is being supplemented annually. The annual supplements are also cumulated from time to time. The current supplement, published in 1940, covers the year 1939. It is linked with the basic volume for 1900-1933 through the 1934-36 cumulation and the annual supplements relating to 1937 and 1938. The annual issue is provided with a pilot in the form of a semi-annual issue published in July. The latest supplement indexes 3,135 essays and articles occurring in 171 volumes.

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So long as such bibliographies of parts of composite books do not come forth, an undue strain will be placed on the catalogues on individual libraries by the first four Laws of Library Science. They will have to provide in their own catalogues the necessary analytical entries—author as well as subject analyticals—as prescribed in chapters 31 and 32 of the *Theory of library catalogue.*[186] But what is sound practice from the point of national or even international economy is discussed in chapter 33 *Catalogue* vs. *bibliography*[187] of the same book.

4623 ARTICLES

By the beginning of the nineteenth century quite a number of periodicals had come into existence. Some of them were of the generalia type while some took only a limited range of knowledge within their purview. Anyhow the output gradually began to grow beyond comfortable limits. To keep track of them by sheer memory became increasingly impossible. The urge for priority in research led to a demand for some expeditious way of knowing what had been already done by others. The tool that naturally suggested itself was an analytical subject bibliography of the research output recorded in periodical publications. This feature of its genesis also accounts for the earliest bibliographies of this kind having been prepared mostly by

186. Ranganathan (S.R.). Theory of library catalogue. 1938. (Madras Library Association, publication series 7). Pp. 215-231.

187. *Ibid.* Pp. 232-236.

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specialists in the subjects concerned rather than by reference librarians. That also accounts for their having excluded books and parts of books from their purview. For, research output seldom reaches the pages of books without having been previously recorded in the pages of periodicals.

Examples :

1. Canons (H.G.T.). *Bibliography of library economy, a classified index to the professional periodical literature in the English language relating to library economy, printing, methods of publishing, copyright, bibliography, etc., from 1876-1926.* 1927.

The original edition was published in 1910. It indexed the contents of 48 professional periodicals and contained 15,000 entries arranged under 15 main sections and 1,740 sub-sections. The 1927 edition contains 32,500 entries under 25 main sections and 1,980 sub-sections. It analyses 69 professional periodicals in the English language.

This bibliography is now being continued as *Library literature* by H. W. Wilson Company. The first continuation covered the years 1927 to 1932 and was published in 1934. The second continuation, which appeared in 1936 covered the years 1933-1935. From 1936 it has become an annual, piloted by a provisional semi-annual issue and cumulated once in a few years. The cumulation for 1936-1939 was published a few months ago this year. It is entitled

Library literature, 1936-1939 : an author and subject index digest to current books, pamphlets and periodical literature relating to the library profession ed. by Mariam Shaw. 1940.

The scope of *Library literature* is however broader than that of its early predecessor inasmuch as it indexes books as well as articles and what is more valuable, it adds annotations.

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2\. Royal Society of London. *Catalogue of scientific papers 1800-1900, subject index.* 3 V. in 4 parts. 1908-1914.

has had its progress arrested after the publication of the volumes for Pure mathematics, Mechanics, Physics part 1 (General physics, heat, light, sound) and Physics part 2 (Electricity and magnetism). "The subjects are arranged under the registration numbers adopted in the *International catalogue of scientific literature*.... Entries on the same subject are arranged as far as possible, in order of date irrespective of the authors' names, with the endeavour to present the subject in the historical form.[188]

3\. *Social science abstracts, a comprehensive abstracting and indexing journal of the world's periodical literature in the social sciences.* 5 V. 1923-33.

This has been discontinued. The first four volumes are abstracts and the fifth volume contains the subject index, the author index and a list of periodicals in the social sciences.

4624 Articles and Books

Subject bibliographies of articles in periodical publications, which were first brought into vogue by the specialists in the subjects, were obliged to open their pages to books also as soon as they came to be used as tools by reference librarians. It was not merely research workers that these had to serve. When non-specialists came for help, these naturally had to recommend books. It was rather inconvenient to have two different kinds of subject bibliographies, one for the expert and another for the layman—one for articles in periodicals and

188\. Pp. v-vi.

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another for title of books. Hence the profession of reference librarians sought for an amalgamation of the two types. To implement their recommendation, they themselves began to prepare the amalgamated form.

Examples :

1. Rheder (Alfred). *Comp. The Bradley bibliography, a guide to the literature of the woody plants of the world published before the beginning of the twentieth century.* 5 V. 1909-1918. (Publications of the Arnold Arboretum, 3).

is a remarkable example of the kind under consideration. The range of materials covered by it is indicated in the following words taken from the preface (italics are ours). "The Bradley Bibliography is intended to contain the titles of all publications relating wholly or in part to woody plants, *including books, pamphlets, and articles in periodicals and other serials* in all languages published up to the end of 1900.[189] The fifth volume contains an index of authors and titles and a subject index. The penultimate paragraph of the introduction to this volume gives an estimate of the quantitive aspect of the work in the following words : "In it will be found more than one hundred thousand entries of the titles of books and articles relating to trees and other woody plants, their botanical characters, uses and cultivation......It is believed that in the Bradley Bibliography will be found the best key to the literature of trees which have been made."[190] It is interesting to note that this gigantic bibliography was rendered possible by the filial affection of Miss Abby A. Bradley who gave a substantial sum of money to the Arnold Arboretum on the condition that the income of this

189. V. 1. P. vi. 190. V. 5. P. iii.

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fund should be used for investigations the results of which might serve as a memorial to her father, William Lambert Bradley.

2. *Review of British geographical work during the hundred years 1789-1889 : bibliography.* 1893.

is another example in which titles of books and articles in periodicals are listed together. Except for the first eight pages, the titles are grouped under the geographical areas about which they give an account. The entries under each area are arranged chronologically by the date of publication. There is an alphabetical index at the end.

3. Taylor (F. Isabel). *Comp. A bibliography of unemployment and the unemployed.* 1909. (Studies in economics and political science, ed. by W. Pember Reeves, 1).

presents " a list of nearly eight hundred *books, pamphlets and articles* relating to the problem of unemployment " which is virtually " a summary guide to the principal publications of the United Kingdom, and to some of those of France, Germany, Italy and the United States for the most part within the last quarter of a century."[191] (Italics are ours). The arrangement is as follows: (1) bibliographies and sources of information ; (2) unemployment generally ; (3) causes of unemployment ; (4) statistics of unemployment ; (5) the Poor Law and the unemployed ; (6) vagrancy ; (7) remedies. Of these (5) and (7) are subdivided further. In any ultimate section, the titles are arranged under the year of publication. The titles under each year are arranged alphabetically by the authors' names. There is an alphabetical author index at the end.

191. P. v.

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4625 ARTICLES, BOOKS AND PARTS OF BOOKS

Having brought books and articles inside the same subject bibliography, it was but a slight step forward to bring in also parts of books. This change was made easier by the increasing participation of reference librarians in their production. The name topical bibliography was invented. Atomisation was their distinctive feature. All the Laws of Library Science get satisfied to the maximum extent only by such atomised entries. Hence, it is such bibliographies that constitute reference bibliographies *par excellance*.

Examples :

Schuyler (Montgomery). *A bibliography of the Sanskrit drama etc.* 1906. (Columbia University, Indo-Iranian series, ed. by A. V. Williams Jackson, 3).

is a bibliography which lists not only books and articles but also parts of books. "The dramatists are arranged alphabetically by their names. Under each dramatist the manuscripts, editions, translations and criticisms are grouped successfully. Editions and translations are arranged as far as possible in chronological order; critical works are classified alphabetically by authors. Volumes containing both text and translation are listed under text editions, and critical essays and notes are not separately recorded under critical works when included in editions of the text or in translations. Criticism relating entirely to a single author or play is catalogued under the author or play, but general books and papers are separately listed before the main body of the bibliography."[192]

192. P. viii.

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463 Range of Subjects, Forms, Etc.

4631 Subjects

Subject bibliographies differ widely in the range of subjects covered. We have bibliographies for subjects of all orders of intension. As specialisation intensifies itself—as people prefer to know more and more about less and less—subject bibliographies have to satisfy two needs: firstly, they have to exist for subjects of very small extension and of very great intension; and secondly, for the subject chosen they have to be as thorough as possible, atomising books and periodicals relentlessly so as to isolate from them those parts alone which are most relevant and by making a universal sweep over all published materials, irrespective of place, language and form of publication.

Three sequences of bibliographies are given as examples. In each, the intension of the field covered increases and its extension decreases as we go down the sequence.

Science

1. Royal Society of London. *Catalogue of scientific papers, 1800-1900.* 19 V. 1867-1925.

may be regarded as the apex of the bibliographies covering the sciences. "V. 1-6, forming the first series catalogue the literature of 1800-1863, V. 7-8, forming the second series, the literature of 1867-1873, V. 9-11, the third series, deal with 1874-1883, V. 12 is supplementary to the previous volumes, while the fourth series, being V. 13-19, cover the period 1884 -1900. After 1900 the work of cataloguing was

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continued by the *International catalogue of scientific literature.*"[193]

The first Committee of the British Association for the Advancement of Science appointed in 1855 at the instance of Joseph Henry "to consider the formation of a Catalogue of Philosophical Memoirs" reported next year that "The Catalogue should embrace the Mathematical and Physical Sciences but should exclude Natural History and Physiology, Geology, Mineralogy and Chemistry, which should properly form the subject-matter of a distinct catalogue or catalogues."[194] But when the work was finally taken up by the Royal Society in 1858 it was "determined not to limit the scope of the Catalogue to Physics and Mathematics, as had been contemplated, but to extend it to all branches of Natural Knowledge for the promotion of which the Royal Society was instituted, excluding matter of a purely technical or professional character."[195]

2. As coming next in order of intension, we shall take

Science abstracts, physics and electrical engineering. V. 1-5, 1898-1902.

Split partially into

Science abstracts, section A—physics. V. 6—1903—

This is a bibliographical periodical of the abstracting kind taking only a single science, *viz.*, physics, within its purview.

3. Here is a subject bibliography of a still narrower range :

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193. V. 19. P. vi.

194. British Association for the Advancement of Science. *Report of the twenty-sixth meeting held at Cheltenham in August 1856.* 1857. P. 463.

195. Royal Society of London. *Catalogues of Scientific papers (1800-1863).* V. 1. 1867. P. iv.

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Phillips (Charles E. S.). *Bibliography of X-ray literature and research (1896-1897) etc.* 1897.

4. There is restriction of field in another manner in the full bibliographies at the beginning of each chapter of

Kayser (H.). *Handbuch der spectroscopie.* 1900—

seven bands of which were completed in 1934 and the eighth is in progress.

5. A still greater restriction of field will be seen in the considerable bibliography appended to

Kohlrausch (K.W.F.). *Der Smekal-Raman-Effect.* 1931. (Struktur der Materie in Einzeldarsteiblangen, hrsg von M. Born und J. Franck, 12).

This bibliography restricts itself severely to the narrow field of Raman effect.

Literature

1. *Works in progress*, 1938, *in the modern humanities.* 1938.

"provide, for the first time, a list of the research work actually in progress throughout the world in the modern language field."[196] This new venture of the Modern Humanities Research Association has not yet seen its second issue on account of the present world conditions, which are so disruptive of all kinds of cultural international intercourse, which is so essential for the construction of a subject bibliography which has such a great, an almost international, extension.

Next we shall consider

2. Clarke (Barrett H.). *A study of the modern drama, a handbook for the study and appreciation of typical plays, European, English and American of the last three-quarters of a century.* Revised edition. 1938.

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196. P. v.

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This subject bibliography also covers several languages; but its extension is restricted by the fact that it takes only one form of literature, *viz.*, drama, within its purview. Under each author the book gives (1) a list of his plays in chronological order; (2) lists of collected editions; (3) lists of editions of separate plays; (4) lists of reprints in collections and anthologies; and (5) lists of references where a criticism of the author could be found. Apart from this, there is also an appendix entitled "Bibliography"[197] which deals with the authors not discussed in the text of the book.

3. Wells (John Edwin). *A manual of the writings in Middle English, 1050-1400.* 1926.

along with its seven *Supplements*, the first three of which are appended to the basic volume and the later four were published in 1929, 1932, 1935 and 1938 respectively, seeks to be an exhaustive bibliography, the field of which is restricted by its confining itself not to a particular form as in the second example, but to a particular language and to a particular period.

We get a further restriction of field in

4. Baker (Ernest A.). *A guide to the best fiction in English.* 1913.

which is a revised edition of *A descriptive guide to the best fiction, British and American* published in 1903. Here the field covered is a particular form of literature in a particular language; but there is no restriction in the period covered. Between 7,000 and 8,000 individual works are cited with descriptive notes, particulars of publishers and prices and other bibliographical data. The very copious index, extending over 170 pages, gives full references to authors, titles, subjects and localities.

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197. Pp. 433-487.

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The extension is still further restricted in

5. Baker (Ernest A.). *A guide to historical fiction.* 1914.

Its "original germ....was an appendix to *A guide to the best fiction,* in 1903, really forming a chronological index to such novels included in the general list as were concerned with past times. The appendix then became the nucleus of a more comprehensive guide to this kind of fiction, which was published in two volumes as *History in fiction* in 1908. Of this last the present book is to some extent a new edition.... The word 'historical' has been given a wide interpretation so as to embrace stories that in any way whatever portray the life of the past, even though actual persons and actual public events have no place in them....Arrangement by countries and periods, as set forth in the table of contents, needs no explanation."[198]

6. Hill (Winifred). *Comp. The overseas empire in fiction, an annotated bibliography.* 1930.

restricts the extension still further by confining itself to the history of the British Empire. This subject bibliography owes its existence to the Royal Empire Society. "Some books have been selected for their descriptions of scenery; others for their delineation of national types and characteristics, or for the light they throw on political, economic or social problems. A short annotation and, whenever possible, a brief biographical notice of the author have been added to each book.... Books especially suitable for juveniles are marked with an asterisk."[199]

We reach a still greater restriction of the field in the bibliographies of individual novelists like:

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198. Pp. vii-xi.

199. P. 3.

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7. Wells (Geoffrey H.). *The works of H. G. Wells, 1887-1925 : a bibliography, dictionary, and subject index.* 1926.

" The bibliography ...... is in three parts, the first and longest providing, in the order of publication and with relevant notes, collections of the first issues of all the volumes, pamphlets and leaflets by H. G. Wells. The notes include comments on the first serial publication, dramatisation, remainder issues, and so on.... At the end will be found a collation of the first volume, of *The Atlantic edition of the works of H. G. Wells.* (1924) ....Part Two contains brief notes on various books and pamphlets to which Wells has contributed a portion only....while Part Three gives a list of the books by other writers for which he has written introductions or prefaces....The Appendix mentions ....a chronological list of unpublished writings, a selected list of letters to the press, and a list of criticisms of his work by various writers."[200]

Social Sciences

1. Fabian Society. *Comp. What to read on social and economic subjects : a select bibliography.* Edn. 6. 1920.

covers a vast field : social and economic history ; economic theory ; political science and government ; social and industrial problems ; and socialism. This shows that this book can only be assigned to the class "Bibliography of social sciences." Each of the main subjects mentioned above are further subdivided and in each ultimate division, the entries are arranged alphabetically by the name of the author. There is an index of authors at the very beginning.[201]

2. Langlois (Ch. V.). *Manual de bibliographie historique.* 2 t. Edn. 2. 1901-1904.

restricts itself to one social science only, *viz.*, History.

200. Pp. viii-ix. 201. Pp. viii-xii.

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3. Williams (Judith Blow). *A guide to the printed materials for English social and economic history, 1750-1850.* 2 V. 1926. (Records of civilisation : sources and studies, ed. by James T. Shotwell, 6).

restricts its field still further by confining itself to the history of a particular country in a particular period.

All the subjects have not yet been provided with bibliographies either of the closed or of the open variety. Of the three hundred abstracting periodicals that are current, some cover the same ground ; several overlap ; and the result is that even some main classes are left uncovered. Generally speaking the sciences are covered with a greater number of bibliographies than the humanities. Even minute subjects like 'Lubrication' has its own *Quarterly bibliography of lubrication.* In the humanities, the class 'Literature' has been provided with a larger number of bibliographies than any other class. Many individual authors, who are usually deemed to constitute a class in literature, have been so provided.

Chemistry appears to have been the first subject to be provided with a periodical bibliography, *viz.*, *Pharmaceutisches Centralblatt*, continued as, *Chemisches Centralblatt*, commenced as early as 1830. A few of the latest periodical bibliographies to appear in the field of subject bibliographies are described in section 4643. Perhaps some of the latest recruits to the class of closed form of subject bibliographies are :

1. Hiler (Hilaire) and Hiler (Meyer). *Bibliography of costume.* 1939.

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which gives author, title and subject entries in one alphabet to about 8,000 books and periodicals on costume and adornment ;

2. Reid (Charles F.). *Bibliography of the Island of Guam.* 1939 ; and

3. Greenwood (F.A.). *Swimming, a bibliography.* 1940.

4632 FORMS

If the fifteenth century brought to use the printed book, and the eighteenth century, the periodical, the nineteenth century may take similar credit for publications of various other forms of exposition : reference books like tables, encyclopaedias, year-books, almanacks and directories, reports of commissions, congresses, conferences, etc., atlases, statistical volumes and so on. The twentieth century may perhaps take similar credit for composite books of other types like memorial volumes, symposia and omnibus books. Forms like histories, biographies, collected works, selections, catechisms, and digests have existed all along. Once the compilation of subject bibliographies came to the hands of reference librarians it was but natural that, knowing as they do the demand that exists for particular forms of expositions, they set about preparing special bibliographies for the several forms of exposition.

We shall explore and illustrate the possibilities in this direction by examining some of the forms of exposition enumerated in the schedule of common sub-divisions in the *Colon classification.*[202]

202. Chapter 2 of Part 2.

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4632a BIBLIOGRAPHIES

On account of the special interest of this book in this particular form of exposition, we shall devote the whole of section 469 to it and hence abstain from saying anything here.

4632e TABLES

Henderson (James). *Bibliotheca tabulerum methematicarum, being a descriptive catalogue of mathematical tables.*
is an example of a bibliography of tables.

4632f ATLASES

Here is a bibliography of atlases :

Chubb (Thomas). *Printed maps in the atlases of Great Britain and Ireland, 1579-1860....with an introduction by P. P. Sprent and biographical notes on the map makers, engravers and publishers, etc.* 1927.

4632j FESTSCHRIFTEN

Memorial volumes, commemoration volumes and Festschriften are becoming more frequent. As no regularity can be expected in their publication, it is easy to miss some of them, and it is not a business proposition to publish bibliographies of this form of composite books frequently at regular intervals. Still they hide a good wealth of material in their pages and it is desirable to have a complete bibliography of such volumes at least once in ten years. Van Hoesen has referred to one such bibliography as in preparation in 1928, *viz.*

Haykin (David J.). *Index to " Festschriften ", anniversary publications, etc.*[203]

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203. Van Hoesen (Henry Bartlett) and Walber (Frank Keller). *Bibliography, practical, enumeration, historical : an introductory manual.* 1928. P. 201.

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4632*k* ENCYCLOPAEDIAS AND DICTIONARIES

There appears to be no bibliography confined exclusively to encyclopaedias. As stated in section 2211, we now have encyclopaedias in classes of various grades of extension and intension. They form the very prop of reference service in libraries of all scopes and sizes. The preparation of an exclusive and exhaustive bibliography of them will be a good piece of work for aspirants to doctorates in library science, if no maturer author or enterprising publisher comes forward to fill up this gap in the bibliographies of forms.

4632*l* SOCIETIES

America has furnished us with two bibliographies of learned societies. They are naturally restricted to the United States and Canada. These and a few other examples are given here.

1. Carnegie Institution of Washington. *Handbook of learned societies and institutions*. 1908.

is the first attempt.

2. National Research Council, *United States*, Research Information Service, and National Research Council, *Canada*. *Handbook of scientific and technical societies and institutions of the United States and Canada*. Edn. 2. 1930. (Bulletin of the National Research Council, 76).

lists 884 societies giving for each, address, history, object and publications.

3. *The official year book of the scientific and learned societies of Great Britain and Ireland with a record of publications.... compiled from official sources.*

is an annual bibliography which is going on from 1884. The first issue, which is basic, contains the histories of the societies.

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4. Griffin (Appleton Prantiss Clark). *Bibliography of American historical societies, the United States and Canada.* Edn. 2. 1907.

is a separate from the second volume of the *Annual report,* 1905, of the American Historical Association. It gives an index to the contents of the publications of the societies.

5. Lasteyrie du Saillant (Robert Charles). *Bibliographie generale des travaux historiques at archeologiques publics per les societes savantes de la France etc.* 6 t. 1888-1918.

brings the bibliography up to 1900. It covers also French colonies. It gives for each society its history, the list of its publications, with full contents of each volume. It lacks an author and subject index. It is being continued by the *Bibliographie annualle des travaux historiques et archeologiques publies per les societes savantes de la France.*

6. Muller (Johannes). *Die wissenschaftlichen Vereine and Gesselschaften Deuchlands in neuzahnten Jahrhundert: Bibliographie ihrer Veroffentlich—unqen seit ihrer Begrundung lis auf die Gegenwart.* 2B in 3. 1883-1917.

gives a classified list of the societies of Germany and for each society a list of its publications.

4632*m* PERIODICALS

Bibliographies of periodicals in the sense of mere lists only and not of the analytical variety are more common. There is no complete list of the world's periodicals. Their number is variously estimated to be between 111,000 and 500,000 per annum.

Examples :

1. *A world list of scientific periodicals published in the years 1900-1933.* Edn. 2. 1934.

is the biggest bibliography we have for periodical publications. It is really a finding list for Great Britain and

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Ireland. In fact it lists the collections of 187 libraries. The total number of publications listed is about 36,000. It was compiled by the staff of the British Museum Library at the suggestion of the Conjoint Board of Scientific Societies. The first edition was in two volumes published in 1925 and 1927 respectively. "An infinity of trouble was taken over the abbreviations in the first edition; in the second edition some slight modifications have been introduced to comply with the system recommended at an international conference held by the International Institute of Intellectual Co-operation."[204]

2. Kemp (Stanley). *Catalogue of the scientific serial publications in the principal libraries of Calcutta.* 1918.

is a similar finding list for a city instead of a country. That the reference value had been the dominant motive behind this bibliography of periodical publications will be obvious from the following statement: "The catalogue is designed for the use of those who have occasion to consult the scientific periodicals represented in Calcutta libraries."[205]

While the above two lists strictly belong to the class of union catalogues of periodicals, the following bibliography of periodicals belongs to the class of book selection lists:

3. Walter (Frank K.). *Periodicals for the small library.* Edn. 5. 1928.

NEWSPAPERS

Newspapers form a class by themselves, though they are, by definition, periodicals. Here are some examples of bibliographies of newspapers:

4. *The newspaper press directory and advertisers' guide containing particulars of every newspaper, magazine and periodical*

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204. Pp. vi-vii. 205. P. i.

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published in Great Britain and Ireland, the newspaper map of Great Britain and Ireland, the press of the British dominions overseas, the Indian empire, the continent of Europe, America and the Far East and a directory of the class papers and periodicals.

is an annual dating from 1846. It virtually covers the whole world.

5. Brigham (Clarence S.). *Bibliography of American newspapers. 1690-1820.*

is another example. Eighteen parts of it appeared in the *Proceedings* of the American Antiquarian Society.

6. Ayer (Mary Farewell). *Checklist of Boston newspapers, 1704-1780, with bibliographical notes by Albert Matthews.* 1907. (Publications of the Colonial Society of Massachusetts, 9).

is another example which has a great historical value.

4632*n* Year Books, etc.

Cannons (H.G.T.). *Comp. Classified guide to 1,700 annuals, directories, calendars and year books.* 1923.

is an example of a bibliography that restricts its range to the particular form of reference books, indicated by its title. It is in four sections :

" Section I is an alphabetical subject index, giving direct reference to the actual position in which the literature relating to a particular subject, article, or place may be found in the heading of the book.

" Section II is a classified list of 1,700 Annuals, Directories and Year books arranged under the Dewey Decimal Classification, giving the name of the publisher, price and, in the majority of cases, the month of publication, with a brief description of the nature of the contents and of the special field covered.

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"Section III gives a list of the material grouped under the month of publication and Section IV is an alphabetical title index."[206]

4632p CONFERENCES

There are three bibliographies available for international conferences or rather as lists of the organisations sponsoring them.

1. League of Nations. *Handbook of international organisations, associations, bureaux, committees, etc.* 1938. (Series of League of Nations publications, XII B. International Bureaux, 1937. XII. B. 4).

is the most authoritative bibliography on the subject. "The League's aim in publishing a *Handbook of international organisations* in 1921 and periodically issuing revised and more up-to-date editions has been to provide a source of information for all who are interested, whether theoretically or practically, in the international movement. Organisations are classified in the Handbook according to the subjects with which they deal. There are three indices to facilitate reference. The League's own organisations are not mentioned; full information about them being available in such publications as *Essential facts about the League of Nations*, the latest edition of which was published by the Secretariat in 1937.

"The Handbook ignores international organisations, which are run solely for profit as well as those which, though international in their objects, exist on a purely national basis."[207]

2. Section IV of *Europa.* V. 1.

constitutes a bibliography of International Organisations. There are 13 sections, *viz.*, 1. Pacifism; 2. law and administration; 3. labour; 4. education; 5. womans

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206. P. vii. 207. P. 6.

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organisations; 6. humanitarianism, religion and morals; 7. economics and finance; 8. agriculture; 9. trade and industry; 10. communication and transit; 11. science and arts; 12. medicine and public health; 13. miscellaneous. Under each of these sections,

"Organisations are listed in alphabetical order of the **operative** word, *e.g.* :—

International Institute of **Administrative** Sciences.

International Technical Committee of Experts regarding **Aerial** law."[208]

3. *The world list of scientific periodicals*

also gives at the end a bibliography of international congresses.

4632r Government Reports

American Council of Learned Societies, American Library Association and National Research Council. *United States. List of serial publications of foreign governments, 1815-1931.* 1932.

includes about 30,000 titles.

4632s Statistics

Verwey (Gerlof) and Renooij (D.C.). *The economist's handbook; a manual of statistical sources.* 1934.

is a good example of a bibliography of statistical publications. It is the second part of the book that forms the bibliography proper. Its first section gives a list of the statistical publications classified according to the countries. Under each country, there is further subdivision by period such as annual, quarterly, monthly, semi-monthly, weekly, daily, irregular, ten years, and one-time publications and supplements. The section devoted to each country has a special introduction.

208. P. 115.

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The classified bibliography is followed by an alphabetical index. Further the first part of the book gives a subject digest of the publications according to the economic subjects on which they give statistics.

4632t COMMISSIONS

Finding-list of British royal commission reports 1860-1935. 1935. is a very interesting bibliography devoted to a particular form. Its reference value is immense as stated by Arthur Harrison Cole in his preface : " In presenting the following tabulation of the reports of Royal Commissions over the past seventy-five years, data are given with respect to one of the peculiar but most valuable institutions of British political organisation. Nothing quite like it exists elsewhere in the world, and no other government has an equally potent instrument for impartial, expert enquiry on broad, public questions.... It is hoped that this tabulation will aid in making readily available that important source of data upon political, economic, and social conditions in England and the British Empire, namely the Minutes of Evidence published by most of the Royal Commissions."[209] 328 commissions are included. They are grouped under the names of the subjects that come within their purview. In each section the commissions are arranged chronologically. Under each commission, its data and a detailed list of its publications are given. But the absence of an index is a great handicap.

4632u SURVEYS

Smith (Henry Lester) and O'Deil (E.A.). *Bibliography of school surveys and of references on school surveys*. 1937. formed

Indiana University. School of Education. Bureau of Cooperative Research. *Bulletin*. V. 14. No. 3.

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209. Pp. 7-8.

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4632w BIOGRAPHIES

Riches (Phyllis M.). *Comp. An analytical bibliography of universal collected biography, comprising books published in the English tongue in Great Britain and Ireland, America and the British dominions.* 1934.

has, in the words of Sir Frederic Kenyon who has written the introduction, " smoothed the path of those who search for information of a biographical character, whether it be individuals, or of particular subjects or periods."[210]

" There are two main parts :

" 1. The Index of people written about arranged in alphabetical order and having date of birth and death, where these are known, and a short description, such as " Poet " or " Statesman." Under each name the books in which short biographies appear are set out, in alphabetical order of the authors' names. Each book title is brief, so that the Main Index is as concise as possible without losing any of its usefulness.

" 2. The second part of the work is a Bibliography of the works dealt with, being partly evaluative....This section of the Bibliography is arranged under the authors' names and contains publishers' names and dates of publication where obtainable.

" To make the bibliography more useful, three indexes have been added. These are :

" (a) A chronological list of persons dealt with arranged according to centuries....

" (b) An index of persons dealt with, arranged alphabetically under their profession or trade......

" (c) An author and subject bibliography of biographical dictionaries."[211]

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210. P. ix.

211. P. vii.

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The usefulness of the first of these indexes would have increased considerably if the chronological list had arranged the persons by their dates of birth and given their dates of birth (and death) instead of grouping them merely by centuries. One difficulty might have been the unavailability of such data in some cases. But such cases might have been separated out or put under the middle of the year, if it is ascertainable or the middle of the decade or century that may be guessed.

OTHER FORM DIVISIONS

Bibliographies of anthologies, collected works, catechisms, dramatised forms of exposition (not belonging to the main class literature) digests and other special forms of exposition have not yet come. They are virgin fields for attention by bibliographers. Perhaps, these will be fruitful subjects for aspirants to doctorates in library science.

4633 ODDS AND ENDS

Apart from subject bibliographies and bibliographies of forms we also have bibliographies based on various other characteristics :

Examples :

1. *Public affairs pamphlets : an index to inexpensive pamphlets on social, economic, political and international affairs*. Revised edition. 1937.

is an example of a bibliography of pamphlets. Three agencies had collaborated in producing it : The Public Forum Project of the Office of Education of the Federal Government of the United States of America, the American Library Association and the Public Affairs Committee. The bibliography is itself a pamphlet of 85 pages ; and yet it has all the neces-

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sary apparatus : introduction ; list of publishers ; list of periodicals ; index of authors ; index of general subjects ; index of titles ; and lastly the bibliography proper. The last groups the titles under the publishers and the entries in each group are arranged alphabetically by the author.

Similarly one may expect bibliographies of other abnormal sizes like giant folios and miniature books.

2. Landrey (Kathleen Benedicta). *Bibliography of books written by children of the twentieth century.* 1937.

3. Gray (Ruth A.). *Doctors' theses in education : a list of 797 theses deposited with the Office of Education and available for loan.* 1935.

It is a bibliography of theses in a particular subject. It is arranged alphabetically first by the subdivisions of the subject and in each subdivision, by authors' names. There is an arrangement for annual supplements to this basic issue.

4. Halkett (Samuel) and Leing (John). *Dictionary of anonymous and pseudonymous English literature.* 7 V. 1926-32.

is one among many such bibliographies pertaining to different countries.

5. Foley (Partick Kevin). *American authors, 1795-1895. A bibliography of first and notable editions chronologically arranged with notes.* 1897.

is a still another variety of bibliography.

6. Henke (F.S.). *Check list of illustrated books,*

occurs in pages 23-38, 42-52, 58-70, 75-92 and 100-175 of Henke (F. S.). *Evolution of book illustration in America, 1639-1800.* 1937.

7. Shepherd (Frederick Job). *Index to illustrations.* 1924.

is a publication of the American Library Association.

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8. Pritzel (G.A.). *Index Londinesis : alphabetical register of representations of flowering plants and ferns ed. by O. Stapf.* 6 V. 1929-31.

is another bibliography of illustrations confined to a particular subject.

9. *Index translationum. Reportoire internationale des traductions. International bibliography of translations.* Nos. 1-10 and supplement 1932-34.

is a publication of the International Institute of Intellectual Co-operation and lists translations classified under country of the translation with indexes of authors and translators.

10. H. W. Wilson Company has announced for 1940 Orton (Robert M.). *Catalog of reprints.*

which gives in dictionary form a list of reprints with dates of the reprints and of the originals.

11. Corns (Albert Reginald) and Sparke (Archibald). *Bibliography of unfinished books in the English language, with annotations.* 1915.

is a bibliography of still another nature.

12. Fischart (Johann). *Catalogus catalogorum.* 1590.

is a bibliography of imaginary books compiled for satirical purposes ; and it has deceived many persons.

464 RANGE OF INFORMATION

Subject bibliographies differ also in the extent of information they give under each entry.

4641 TITLES

Some give merely the titles. We may call them title-bibliographies for subjects.

Examples :

1. Howe (Jas Lewis) and Holtz (H.C.). *Bibliography of the metals of the platinum group, platinum, palladium,*

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iridium, rhodium, osmium, ruthenium, 1748-1917. 1919. (United States Geological Survey, bulletin, 694).

declares its purpose as "*to enumerate* the articles upon the metals of the platinum group found in scientific literature."[212] After the enumeration of the list of journals analysed, the bibliography begins at page 11 and extends up to page 455. Here the titles are arranged by the dates of their publications and are provided with exact references. The titles belonging to the same year are serially numbered. There are two alphabetical indexes: one for the authors and the other for subjects.

2. South (Earl Bennett). *An index of periodical literature on testing: a classified selected bibliography of periodical literature on educational and mental testing, statistical method and personality measurement, 1921-1936.* 1937.

also lists only bare titles. "Dr. South has for fifteen years kept a card index of literature dealing with psychological tests and results.....These he has arranged alphabetically by author and numbered serially. The final section of the books consists of thirty-one pages of cross-indexing, in which each of the listed items appears under several categories."[213] The titles under the same author are arranged chronologically. The book is prefaced with a list of the periodicals indexed.

3. *Himalaya—Bibliographie (1801-1933).* 1934.

is another bibliography that gives only a bare list of titles. The titles are those of independent books as well as of articles in periodicals. The entries are arranged alphabetically by names of authors. The entries under a single author are arranged again alphabetically by the catch-word of the title. There are two indexes at the end: one for catch-words of titles and the other for maps.

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212. P. 5. 213. P. 11.

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Indian Classics

4. *Purana samkhyakathana*, a manuscript in the Government Oriental Manuscripts Library, Madras, gives a full title bibliography of the *Puranas* and the *Upapuranas.*[214]
5. Similarly the manuscript *Saiva agama anukramanika* gives a title bibliography of the *Saiva agamas.*[215]
6. So also *Agamapurananamanukramanika* is another manuscript in the same library which gives a list of the *Puranas* and the *Agamas.*[216]

4642 ANNOTATED LISTS

Some others annotate some if not all the entries. Such annotations become essential if the title does not give an adequate or correct idea of the entry. If the bibliography adopts a classified arrangement, the name of the subject will appear in the caption or guide card and no annotation may be necessary on this score.

Again the annotation may bring out what is novel in the entry or indicate the authority behind it by stating the qualifications of its author. Or it may invite attention to any special diagram or illustration it may contain or indicate the extent of statistical information and the date up to which it is brought. The annotation may also indicate the nature of treatment such as elementary or advanced and technical or popular. In any case,

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214. Government Oriental Manuscripts Library. *Madras. A descriptive catalogue of the Sanskrit manuscripts* V. 26. Supplement. 1927. by S. Kuppuswami Sastri. P. 9748.

215. *Ibid.* V. 27. Supplement. Pp. 9989-90.

216. Government Oriental Manuscripts Library. *Madras. A descriptive catalogue of the Sanskrit manuscripts* V. 11. 1911. *by* M. Rangacharya. P. 4218.

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the annotation should be brief and avoid recording the personal opinion of the bibliographer. He should remember the Canon of Reticence.[217]

Examples :

1. Henderson (James). *Bibliotheca tabularum mathematicarum, being a descriptive catalogue of mathematical tables. Part 1. Logarithmic tables.* (*A. Logarithms of numbers*). 1926.

devotes the second part which occupies the major portion of the book[218] to an annotated bibliography. The entries are grouped in four sections (1) Napierian logarithms ; (2) common logarithms ; (3) anti-logarithms ; and (4) hyperbolic logarithms. The author's reference to annotation is worth quoting : "In order to render a bibliography as useful as possible, it is necessary that a short description of each book of tables should be given, together with a brief note on their accuracy, the number of decimal places which they provide, the interval of argument, the extent of the differences, the arrangement of the tables and the type in which they are set up....I resolved, therefore, to examine as many collections of tables as I had access to, and to give an account of them as above, adding historical notes where they are of interest."[219]

2. Sturgis (Cony). *The Spanish world in English fiction, a bibliography.* 1927.

"The books have been grouped according to the country or peoples to which they refer, naming the books alphabetically by authors within each group. The groups have then been arranged alphabetically by countries, as given in the Table of Contents. The

217. Ranganathan (S.R.). *Prolegomena to library classification.* (Madras Library Association, publication series, 6). P. 68.

218. Pp. 22-192 and 207-208.

219. P. 5.

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Index then takes up the groups in the same order, arranging the books alphabetically by title. The index for Spain has, in addition, been arranged chronologically before being alphabetised by title.

"Comments on the books are original or taken from reviews or other bibliographies."[220]

3. Allison (William Henry) etc. *Ed. A guide to historical literature.* 1931.

is another annotated bibliography. It was sponsored jointly by the American Historical Association and the American Library Association. The annotation had been done on a co-operative basis by more than three hundred reviewers. The annotation under Emil Ludwig's *Napoleon* is quoted as a specimen :

"Not a complete account of Napoleon's public career or of the Napoleonic period, but a psychological study, an interpretation of character. Brilliant, almost glittering in style ; a vivid portrayal, often keenly analytical. Though the exact historian may object to the use of the methods of fiction, as, for example, a number of imaginary soliloquies, still the work must be regarded as one of the noteworthy books about Bonaparte. Review, E. Achorn, *A.H.R.* 32 : 860, July 1927 ; (London) Times literary supplement, 27 : 35, May 12, 1927."[221]

4643 ABSTRACTS

By far the most helpful form of subject bibliography is that which gives abstracts of the contents under each entry. Such abstracting bibliographies have now become a necessity on account of the great number of periodicals that appear even on subjects of narrow extension. It is seldom that

220. Pp. 5-6. 221. P. 600.

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ordinary libraries are able to take all the periodicals in a subject. Even if they do few readers can find the time and energy to peruse all the articles. Even then they lie so scattered that need is felt for a compact and concentrated record of the gist of their contents.

There are about 300 abstracting journals. A few recent additions to their list are given as examples :

1. *Mathematical reviews.*

was commenced in January, 1940. It is sponsored by the American Mathematical Society and the Mathematical Association of America. It is a monthly in which the entries are arranged in a classified order and provided with an author index. This new venture was made possible by funds granted by the Carnegie Corporation of New York, the Rockfeller Foundation and the American Philosophical Society.

2. *International bibliography of engineering and industry.*

was begun in October, 1938. It embraces all branches of engineering and industry, except that the electrical and technological industries are left out on the ground that they are well provided for otherwise. Its issues will be bimonthly and there will be an author and subject index each year. It is published in eight sections into which the subjects covered are grouped. There will be two editions of every issue of every section, the first in book form and the second in cards.

It is in fulfilment of one of the objects of the National Centre for Technical Documentation founded in January, 1938, as a branch of the Consiglio Nazionale delle Ricerche Roma by Pietro Badoglio.

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3. International Institute of Agriculture. *Rome. International bibliography of agricultural economics.*

is projected to be issued quarterly. The entries are arranged in a classified order and an author index is provided. The less known languages are provided with a translation in one of the better known languages.

465 OCCURRENCE

We shall next examine how or where subject bibliographies occur. They may occur in books or as independent books, or in periodicals or as independent periodicals.

Examples :

4651 IN BOOKS

1. Keogh (Andrew). *Ded. Papers in honour, by the staff of the library, 30 June 1938.* 1938.

has shown the hospitality of its pages to a *Contribution to a bibliography of Francis Bacon*[222] compiled by Dorothy Flower Livingston and Mollie Marjorie Patton. The importance of this bibliography, though it occurs as one of the contributions of a composite book, can be inferred if we remember the remarks of the compilers " that this author appears to have escaped the attention of serious bibliographers so that it is difficult to find full descriptions of his works."

2. Nandikeswara. *Abhinaya darpana* (or) *the mirror of guesture, tr. by Ananda K. Coomaraswami and Duggirala Gopalakrishnayya with introduction and illustrations.* 1936.

contains what we had found to be our mainstay when reference service demanded a bibliography of Indian dances.

222. Pp. 95-143.

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3. Boericke (F.A.). and E.P. (Aushutz). *Comp. The elements of homeopathic theory, materia medica, practice and pharmacy.* 1907.

gives a bibliography of homeopathic books in pages 14 to 24. The concluding paragraph of this section shows that the authors had deliberately meant it as a subject bibliography and that it is not merely an authors' bibliography : " Perhaps an apology is due here to the reader for introducing a section that reads almost like a book catalogue, but this little work is designed to help beginners in Homeopathy and this must be the excuse —if one is needed."

Indian Classics

4. A bibliography of the 108 *Upanishads* occurs in verses 30 to 39 of the *Muktikopanishad*[223] which is usually cited as the last of them.

5. A list of the *Puranas* is found in several *Puranas*. *Brahaddharma purana* is an example.[224]

6. Similarly, a list of all the sixty-four main *Tantras* is given in the *Vamakesvara tantra*.[225]

4652 As Independent Books

Several examples of subject bibliographies occurring as independent books have been given under other sections of this chapter and a large list will be found in Part 5.

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223. Pansikar (Wasudev Laxman Shastri). *Ed. One hundred and eight Upanishads (Isa and others) with various readings.* Edn. 3. 1925. P. 550.

224. *Brahaddharma puranam ed. by Haraprasad Sastri.* 1848. (Asiatic Society of Bengal, bibliotheca Indica, 120). Chapter 25. Verses 20-26. P. 165.

225. Bhandarkar (R.G.). *Report of the search for Sanskrit manuscripts in the Bombay Presidency during the year 1883-84.* 1887. Pp. 87 and 375.

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4653 IN PERIODICALS

1. The first bibliography attempted on Raman effect was distributed over several volumes of the *Indian journal of physics*.[226]

2. The only bibliography we have of the *Sandesa* (message) literature in Sanskrit occurs scattered in several periodicals, *viz*.

i. Royal Asiatic Society. *Journal*. N.S. V. 16. 1884. P. 403. It is by H.H. Rama-Varma, Maharaja of Travancore.

ii. Deutchen Morgenlandischen Gesellscheft. *Zeitschrift*. B. 54. 1900. P. 616. It is by Th. Aufrecht.

iii. Asiatic Society of Bengal. *Journal and proceedings*. N.S. V. 1. 1905. Pp. 41-42. This is by Monmohan Chakravarti.

iv. *Indian historical quarterly*. V. 3. P. 273. This is by Chintaharan Chakravarti.

v. *Journal of oriental research. Madras*. Pp. 269-274. This is a paper by E. P. Radhakrishnan of the Office of the *Catalogus catalogorum*, University of Madras, and it is avowedly a bibliographical article entitled *Meghaduta and its imitations*.

3. Another member of the *Catalogus catalogorum* office, V. Raghavan, has given a bibliography of the *Gitas* in the *Journal of oriental research, Madras*. V. 12. 1938. Pp. 108-122.

4. *A bibliography of philosophy for 1933*.

appeared first in the hospitable pages of the *Journal of philosophy*[227] though it was later helped to appear as an independent book.

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226. V. 4. 1929-1930. Pp. 281-348.
V. 5. 1930. Pp. 257-301.
V. 7. 1932. Pp. 431-490.
V. 9. 1934-1935. Pp. 553-622.

227. V. 31. 1934. Pp. 449-503.

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5. Similarly Hammond (William A.). *Comp. A bibliography of aesthetics and of the philosophy of fine arts from 1900 to 1932.* 1933.

first appeared as a supplement to the May 1933 issue of the *Philosophical review.* V. 42. 1933.

6. *International conciliation* is a periodical that is very hospitable to bibliographies of international problems.

For example,

(i) The volume for 1926 accommodates in pages 147 to 171.

Buell (Raymond Leslie). *Problems of the Pacific : a bibliography.*

(ii) The volumes for 1913 and 1915 share in their issues of March and May respectively.

Hicks (Frederick C.) *Internationalism : a select list of books, pamphlets and periodicals.*

(iii) Mez (John). *Peace literature of the war.*

occurs as a special bulletin issued in January, 1916 and forms part the volume for that year.

4654 As Independent Periodicals

Several examples of subject bibliographies occurring as independent periodicals have been given under other sections of this chapter and a long list will be found in Part 5.

466 Up-to-dateness

As in the case of reference books, the reference value of a subject bibliography also depends on its up-to-dateness. A discussion of the varieties of bibliography that arise out of this consideration will be found in section 4024.

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4661 CLOSED VARIETY

Bibliographies which are prepared once for all and are never revised and brought up-o-date may be called as usual closed bibliographies.

Examples :

1. Wilson (Arnold T.). *A bibliography of Persia.* 1930.

has not yet been revised. Nor has the following hope of the compiler been fulfilled : "It is the compiler's hope that a supplementary volume may some day see the light, which may include an analytical index, in order to enable an investigator, without undue loss of time, to ascertain whatever of value has been written on his subject."[228] While even this limited ambition for a supplement of subject index has not been published there is no point in expecting a supplement to bring it up-to-date.

2. Vosmeer (G.C.J.). *Bibliography of sponges. 1651-1913, ed. by G. P. Bidder and C. S. Vosmeer Roell.* 1928.

This bibliography was begun in 1880 and it was complete up to 1913. But nothing has been done to bring it up-to-date.

3. Hall (F.). *A contribution towards an index to the bibliography of the Indian philosophical systems.* 1859.

is a bibliography of enormous value which was utilised by us fully in constructing the Colon Classification. It is now out-of-date nearly by a century ; but no attempt has been made to revise, supplement or replace it. It would be a good piece of bibliographical research both for students of Indian philosophy and of librarianship to bring this basic bibliography up-to-date.

4662 OCCASIONAL REVISION

One way in which bibliographies may be brought up-to-date is that of providing a chain of supple-

228. P. vi.

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ments or revisions or a combination of these two, *i.e.*, supplements up to a point of time, followed by a wholesale revision and consolidation.

Examples :

1. Mudge (Isadore Gilbert). *Guide to reference books.* is an outstanding example of an oft-used bibliography that is frequently revised. The fact that a national body like the American Library Association is its sponsor accounts for this happy extension of life by successive reincarnations. In its first birth it passed as

Kroeger (Alice Berthe). *Guide to the study and use of reference books.* 1902.

"Annual supplements for 1903-07 were printed in the *Library journal* and in the fall of 1908 a second edition, revised and considerably enlarged, was issued...... In 1910 the Publishing Board of the American Library Association asked (Mudge) to continue the guide by the preparation first of supplements to the 1908 edition and eventually of an entirely new edition. The pamphlet supplements for 1909-10 and 1911-13 were published by the American Library Association, seven informal annual supplements for 1910-16 were printed in the *Library journal*, and in 1917 a third entirely revised and much enlarged edition of the whole book was published....In 1923 the *New guide to reference books* based upon the third edition with revision throughout and the addition of much new material, was published. The fifth edition, with the title *Guide to reference books* was published in 1929, and was continued by three supplements for 1929, 1930 and 1931-33 respectively. These supplements, published by the American Library Association, took the place of the informal supplements which for nineteen years (1910-28) had been printed in the *Library journal*. The present edition is a revision and

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enlargement of the fifth edition and its supplements with the inclusion of many titles, notes and other reference information."[229]

Mudge (Isadore Gilbert). *Reference books of 1935-1937; an informal supplement to Guide to reference books, sixth ed.* 1939.

has already been brought out by the American Library Association.

2. Ebisch (Waltcher) and Schucking (Lenin L.). *A Shakespeare bibliography.* 1931. (Sachsische Forschungsinstitute in Leipzig, Forschungsinstitut fur neuere Philologie. III. Anglistische Abteilung. Extra volume).

is claimed to be a first attempt of its kind. In it the bibliography is brought up to the end of 1929. This has been followed by the

Supplement for the years 1930-1935 to a Shakespeare bibliography. 1937.

which is by the same authors. The authors state : "Since the *Shakespeare bibliography* was published in 1931, so many contributions to Shakespearean study have appeared in print that the necessity of a supplement to our former work makes itself felt."[230]

3. Rand (Benjamin). *Bibliography of philosophy, psychology and cognate subjects.* 2 V. 1905. which formed V. 3. of

Baldwin (James Mark). *Dictionary of philosophy and psychology etc.* 3 V. in 4. 1901-1905.

is the basic general bibliography for philosophy and its associated subjects. The bibliography was brought up to 1902. "Since that time there has accumulated a large amount of literature which in its scattered and unclassified state is accessible to readers only by great labour and loss of time. The American Philosophical Association, in view of these facts, has appointed a

229. Pp. iii-iv. 230. P. v.

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committee of its members to plan and prepare a general bibliography of philosophy as a continuation of Rand's work covering the years from about 1902 to the present time."[231] Emerson Buchanan is in charge of the work. The basic supplement which is planned to cover 1902-1932 has not yet been published. But the supplement to this supplement covering the year 1933 was published first as a double number of the *Journal of philosophy*, V. 31,[232] and later as an independent book with the title

Bibliography of philosophy. 1933. 1934.

Again as a part and in advance of the publication of the proposed General Bibliography of Philosophy, the American Philosophical Association approved the issue of the

Hammond (William A.). *Comp. and ed. A bibliography of the aesthetics and of the philosophy of the fine arts from 1900 to 1932.* 1934.

first in the form of a supplement[233] to the *Philosophic review* and later as an independent book thanks to the generous financial assistance of the American Council of Learned Societies.

The section on psychology of the basic bibliography is continued by the

Psychological index. 1894—.

which is an annual bibliography.

4663 OPEN VARIETY

Subject bibliographies, for which there is an arrangement for publication as a regular periodical,

231. Hammond (William A.). *Comp. and ed. A bibliography of the aesthetics and of the philosophy of the fine arts from 1900 to 1932.* 1934. P. iii.

232. *Vide* section 4653. Example 4.

233. *Vide* section 4653. Example 5.

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are gradually increasing in number. They are largely of the abstracting kind. Fascicules come out on a fortnightly, monthly, bimonthly or quarterly basis. Volumes are completed annually or half-yearly. The completed volume is fitted with (a) the scheme of classification in use (b) alphabetical index of author and titles and (c) an analytical subject index. The indexes are also cumulated at convenient intervals. Several examples of this type have been cited under various sections of this chapter. It is estimated that about 300 such bibliographies are now current. A list of them will be found in Part 5.

467 HUMAN FACTOR

Now that we have examined the various problems that may arise in the preparation of subject bibliographies we may devote some thought to the most suitable agency that can compile or organise the compilation.

4671 COMPILER

With regard to the compiler, as it has been already mentioned, historically it was the expert in the subject bibliographed that first figured most. He may know the subject. But that is not sufficient. For a subject bibliography implies not only locating and evaluating information but also arranging and featuring the entries in the most effective way. This requires a knowledge of classification and cataloguing and a grasp of the perspective of the materials gathered from a general point of view. These qualities are likely to be more in

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possession of librarians. In this connection it must be stated that it is an aspect of reference service which has so far hardly received proper recognition, but which may be of outstanding importance in future. A reference librarian with proper training who has wits about him is in a very strong position. He is bound to acquire a considerable specialised knowledge over a range which is encyclopaedic. If he keeps in touch with all that goes on in the stack-room and handles readers tactfully, he will probably find as time goes on that they come to him not only for information but also for advice. He can often offer useful suggestions either bearing on work in progress or even as regards new research in fields where knowledge is lacking. A man of first-class training and original mind can in this way directly or indirectly exert much influence on the work of the community. As a consequence he will be able to keep his enthusiasm alive and have the benefit of reciprocal influence flowing from readers of all grades. It is this which gives him the necessary knowledge of the subject bibliographed. Further in large modern libraries reference librarians have previous research experience in some field and do specialise in some subjects even to make their reference service efficient. On all these grounds, if the choice is between a specialist in the subject and the reference librarian, we would recommend the entrusting of the compilation of subject bibliographies to the latter. Here is testimony to the soundness of this opinion from Samuel Clement

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Bradford, D.SC., Keeper of the Science Museum (1930-38) and Vice-president of the British Society for International Bibliography :

> " In the first place it is obvious that a scientifically trained librarian, who has specialised in bibliography, will be better qualified than the ordinary scientific worker to undertake a bibliographical research, and could relieve him of much of his labour. Such preliminary investigations should be transferred to libraries, and they should be equipped as efficiently as possible for the purpose. Their higher staff should have that scientific education which alone can enable them to understand the outlook of the investigator and appreciate his need."[234]

But the ideal would be to make subject bibliographies joint productions of specialists and reference librarians.

In this connection, it must be stated here that the functional organisation of the work of a large library should provide for the exploitation of the vast experiences being built up by reference librarians for the purposes of the compilation of subject bibliographies. Reciprocally engagement in such work will increase the efficiency of their reference service to a remarkable degree. The staff time-table should provide for the periodical withdrawal of reference librarians to behind the screen, where they can mobilise their experience and devote their time to this work of bibliography. Instead of having a separate reference section and an independent bibliographical section, it would be best to pool the two sections together and put their

234. *Engineering.* V. 135. 1933. P. 120.

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hands alternatively on reference work and bibliographical work in the light of the demand that arises.

4672 Agency

Apart from the question of who should be compiler, there is the question of the agency that is best suited to be put in charge of the production of subject bibliographies. The vastness of the work rules out individual undertaking. It rules out also a single library undertaking such work. It is possible only on a co-operative basis which embraces many bibliographers and specialists.

At the other extreme we have also to rule out an international organisation with too centralised a control which may carry within itself the seeds of decay. In the case of the ambitious International Catalogue of Scientific Literature, the whole organisation disintegrated when the activity of the central body was inhibited by the last Great War. The resulting financial loss was such that the experiment is not likely to be repeated.

An informal association of autonomous agencies, inspired by a common creed, is independent of the life of any individual member and will continue to collect converts. That is the English way.

The American way will be to establish statutory bodies and empower them to receive the fabulous sums which the Carnegies and Rockfellers are eager to provide for the cultural advancement of the community. There is no doubt that this will be a happy solution according to the principles enunci-

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ated by Rudolf Steiner on what he calls congested capital. They must be diverted for the advancement of spiritual or cultural life in the form of foundations.

He says :

> "Follow especially, those portions of available capitals which go into Foundations, Scholarships and other spiritual and cultural 'goods', which in the course of time re-act to fertilise the whole process of spiritual and cultural enterprises of every kind. You will perceive that free gifts are the most fruitful thing of all in the whole economic process. We cannot arrive at a healthy economic process unless in the first place, it is made possible for people to *have* something to give and, in the second place, unless they have the good will and intelligence to give what they have."[235]

In countries where and at times when public taxation is so organised that practically all surplus capital gets pooled into the government coffers, the functions of the State get naturally expanded *ad infinitum* and the State itself becomes the only effective and stable agency to look after this business of providing exhaustive subject bibliographies. It looks as if we have left the days of informally collecting converts or of surplus capital in private hands. The only possible agent for effective and continuous bibliographical service will be the State.

4673 ORGANISATION

If considerations of finance point to the several national governments as the correct agencies, the

235. Steiner (Rudolf). *World economy, the formation of a science of world economics*. 1937. P. 174.

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recurrence of international conflagrations would also suggest the basing of the bibliographical organisation of the world on strictly national foundations in preference to international ones. This is not to suggest the avoidance of all international co-operation. All that is meant is that international organisations set up during peace times should not be so organically mixed up with national ones as to damage the latter when the former necessarily breaks down. The symposium consisting of:

(1) Kellog (Vernon). *The National Research Council*;

(2) Hale (George Ellery). *The international organisation of scientific research*; and

(3) Leland (Waldo G.). *The international union of academies and the American Council of Learned Societies.*[236]

examined the whole of this problem of national and international organisation in the light of the dislocation and break down brought about by the last World War. It is worth noting that

"The preparation of bibliographies and abstracts of current scientific literature."[237]

is included among the functions of the basic national research councils.

Apart from this, within each country the organisation must be such that all bibliographies adopt uniform administrative methods. This would automatically obviate many of the existing difficulties. Work would progress more rapidly and economi-

236. *International conciliation.* 1920. Pp. 421-457.
237. *Ibid.* P. 428.

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cally. Duplication would be minimised and the range covered, extended.

46731 National Organisation

It may be well perhaps to outline a scheme of bibliographical organisation for India. Its apex should be a Federal Council of Bibliography housed in and working in close co-operation with the National Library now called the Imperial Library. It should function through a number of federated bureaux—one for each major subject and one for each Indian language. It should prescribe uniform standards and secure the observation of the same and co-ordination at all levels.

The bureau for a subject should have a part-timed bibliographer, a permanent staff, and consultants drawn from the related departments of government, federal and provincial, and the learned bodies in the country pursuing the subject. Its office is best located at the library of the department of the Federal Government which administers the subject, if there is one, or at the national society which pursues the subject or at the office of the Federal Council itself.

A linguistic bureau (other than those for Sanskrit and English) should have its office at and should work in close association with the office of the Registrar of Books in the linguistic area concerned (which, by the way, ought to be merged in the provincial library). It should have a full-timed bibliographer and a small staff. Till the Indian languages come to be used as the media of expres-

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sion for higher research there would be no need for these linguistic bureaux to have different sections for the different subjects. Books on English linguistics and literature and those in Sanskrit should be in charge of separate bureaux working at the office of the Federal Council.

46732 Uniformity in Assembling

Another matter which concerns organisation deals with the assembling of the entries in the bibliography. If we remember that the bibliographies prepared by the various national agencies should be capable of being merged in a single sequence, alphabetical arrangement of the subject part of the bibliographies is immediately ruled out. The names of subjects are best rendered in the entries in terms of the universal language of class numbers ; in other words a classified arrangement is indicated.

Another necessary condition follows as a corollary. It is the adoption of a uniform scheme of classification by all national agencies. It is only then that all bibliographies can be united into a single one in which all the references to a particular subject will fall together in one place where they can be found in a moment regardless of source or language. Further it is not enough if we have uniformity of classification for each subject only. The same scheme should be used for all subjects. For the same information may be indexed from different points of view by many sub-agencies specialising in different subjects.

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Again complex notions will have to be expressed in the headings of entries. They are more easily done and all the usual troubles of alphabetisation disappear if such notions are expressed by the association of ordinal symbols representing their constituent elements. Further it has been shown under the caption, *Evation of terminology*, that the fundamental constituent elements are relatively more stable than the derived composite ones.[238] Thus it follows not merely that the different bibliographical organisations should make their bibliographies classified ones and use the same classification, but also that the scheme of classification adopted should be a synthetic or composite one like the Colon Classification.

The use of an advanced composite scheme requires a higher order of training which can be expected only in professionally trained librarians. To be of service in the preparation of subject bibliographies which naturally atomise topics their general academic qualifications should also be of a high order.

46733 SPECIALIST CONSULTANTS

When it comes to the abstracting and classifying of nascent thought of the original thinkers in the different fields of knowledge, bibliographers cannot help seeking the aid of specialists. Hence the bibliographical organisation of a country should also provide for the association of the permanent

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238. Ranganathan (S.R.). *Prolegomena to library classification*. 1937. (Madras Library Association, publication series, 6). Pp. 134-139.

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bibliographers with specialists. The following statement in a *Report* of the United States Bureau of the International Catalogue of Scientific Literature expresses the realities of this problem :

> "In this day of specialisation it is not possible for one or two individuals to have a thorough knowledge of all the sciences, and as economy of administration would not warrant the employment of, say, a dozen specialists, it was the practice for a number of years to refer some of the more technical papers to specialists for classification. These specialists being employees of the various scientific branches of the government in Washington, have, while not engaged in their official duties, aided the catalogue by furnishing the classification data required. Payments averaged approximately 600 dollars per year divided among five or six individuals. It may be said that while specialists were willing to aid in this important international undertaking for a comparatively nominal compensation, the catalogue was benefited to a very great extent, for each citation furnished was an equivalent of a specialists' decision as to the value and application of the scientific subject of each paper classified."[239]

468 Practical Bibliography

While all the twelve classes of bibliographies indicated in the economico-bibliographical chain given in section 403 are likely to be pressed into service by the reference librarian it is only the reading lists and the subject bibliographies that will call for his help while being produced. As remarked already he may have collaborators in constructing them. But most of the work con-

239. Smithsonian Institution. *Annual report of the board of regents*. 1915. P. 102.

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nected with them is best done by him. Hence it may not be out of place to devote a section of this chapter to practical bibliography.

4681 PLANNING

> "Know what you have to do, and do it ;....for I believe that failure is less frequently attributable to either insufficiency of means or impatience of labour, than to confused understanding of the thing actually to be done."[240]

The first step in constructing a subject bibliography is therefore to make a provisional plan. It may have to be altered gradually at later stages in the light of the experience gained in contacting the material. But it would be futile to begin without a plan, however, inadequate.

The planning will involve a correct definition of the material to be bibliographed—definition in regard to each of the four characteristics, time, space, energy and matter, mentioned in section 402.

The next step will be to define, so to speak, the penumbra of the related subjects and the particular angle from which they should be approached so that every thing may be properly focussed on the subject forming the umbra of the bibliography. It usually happens that whatever be the umbral subject practically all the subjects from A to Z have to figure in its bibliography, no doubt, with varying degrees of light and shade. The featuring of the penumbral part of a subject bibliography requires great art—a delicate sense of proportion

240. Ruskin (John). *Works*. Library edition. 1903. V. 8. P. 19.

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and a profound grasp of what may be called the cosmic unity of all knowledge.

The planning is therefore best done if one uses a good scheme of library classification as the mould. The divisions of the umbral subject of the bibliography are best taken from that scheme. If the scheme used is a composite one like the Colon Classification which gives schedules for the fundamental constituent classes only, the necessary care should be exercised in constructing all the relevant derived composite classes. Again combinations of these with all the possible common sub-divisions should also be constructed. So also the classes derivable by any other special devices such as the last Octave Principle, the Penultimate Octave Principle, the Bias Device and the Auto-Bias Device of the *Colon classification*[241] should be constructed.

The penumbral classes should also be dealt with similarly.

Lastly all the classes, umbral as well as penumbral so constructed, should be spread out in the correct filiatory order determined by the ordinal values of the class numbers. It is here that the efficiency of the scheme of classification adopted is put to test.

4682 ROUTEING

The second step in the construction of the bibliography is the search for the materials

241. Ranganathan (S.R.). *Colon classification*. Edn. 2. 1939. (Madras Library Association, publication series, 9). Part I. Chapter 6.

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available in each of the classes arrived at at the planning stage. It must be remembered, however, that now and again one may strike against a material which compels a re-examination and a re-conditioning of the provisional plan.

It is best to begin with an already existing subject bibliography or reading list if there is one. In the absence of it it may be desirable to begin with a reference book either exclusively devoted to the subject or in its absence one covering it along with others. Next in order of preference one may start with a narrative bibliography or the authors' bibliography found in a history of the subject or a compendious text book. The particular point at which the start is made depends upon the library where the work is done. This means that one really begins with the catalogue of the library.

If the bibliography is to be limited to the holdings of the library in which it is prepared the routeing should always keep itself close to its catalogue, except that, to help the book-selection section to fill up serious gaps found in the way, one may have to swerve from such a course.

If on the other hand it is not circumscribed by a particular library but is meant to be as full as possible the further routeing will have to follow the other classes of bibliography available in the library.

For example printed catalogues of other libraries, particularly union catalogues and catalogues of big libraries such as national ones, should be

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explored with the plan always at the back of the mind.

Secondly all available distributors' (material) bibliographies should be brought into service. Bibliophilic bibliographies, second hand catalogues and retrospective bibliographies will yield items of old.

Next the file of current catalogues for the period not covered by the retrospective bibliographies and the catalogues of books in print should be examined. Special attention must be paid to the catalogues of government publications.

Thirdly the copyright lists should not be lost sight of.

The final stage in routeing will consist of visits to the libraries whose catalogues are not published or whose holdings are not fully represented in their published catalogues. In their case there is no alternative but that of consulting their manuscript catalogues and examining their collections in person. It need hardly be stated that all along the route the librarian will have to enter into ultimate capillary tracks, so to speak, leading into the contents and the indexes of books and periodicals.

4683 SELECTING

Selection *vs.* exhaustive collection is a moot problem in the preparation of a subject bibliography. The word-content required for an exhaustive topical bibliography is prodigious. It would make selection necessary. But some hold completeness of collection to be the cardinal point in a subject

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bibliography. They are prepared to overlook any number of bibliographical sins if they find orthodoxy in this major point. They state that selection is always arbitrary and subject to errors of judgment. There is no way of telling whether or not a book, that has long seemed worthless or dead, may not come back to life. It is only when one has already examined every material, that selection becomes possible. Is it not therefore wiser and more suitable to make a complete list than to assume the toil and responsibility involved in selection?

Others say that the plea for completeness rests upon false premises and especially upon the hypothesis that the success and value of a work depend upon the amount of literature consulted. The claim that it was easier for Gibbon than for Mommsen to write a history of Rome because he had less material to master is not correct. But Edgar Allen Poe's clever remark, that a large amount of literature on any one subject forms the greatest handicap to its mastery, in spite of exaggeration, contains more than a grain of truth. In fact, the great mass of publications are not only of no help, they are more than likely to constitute an active danger to scientific work. They obscure vision, slow down creative work and hinder completion. In life as in writing, one must not spend too much time in preparation. Years, powers and the urge for work fade away. Germans and Americans have a very decided proneness for collecting material before starting work. The mere use of the

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most exhaustive of bibliographies has never raised any mediocre publication to high rank.

The greatest completeness attainable may be rendered futile by yet another cause. The boundaries of the sciences are constantly changing and extending. Changing meanings and maturing concepts may make an originally complete list incomplete ; or users may, conversely, no longer wish to consult laboriously compiled lists of titles because the sciences have split up.

The simple fact that a book or an article has appeared does not automatically give it a right to a place in a subject bibliography, and no bibliographer, who is satisfied to be a slave to the author, can consider himself a scientist or an apostle of intellectual leaders. The task of the subject bibliographer does not consist solely in the orderly listing of publications but in surveying and separating the goat from the sheep.

Against all this it may be argued that even obsolete and trivial writings may become source material for historical studies and in the final analysis all publications and all articles in periodicals possess this historical value.

Further not every thought discloses itself even after repeated re-reading. This fact may lead to the expunging of that which is not understood at the moment as not worth inclusion in bibliography. The future will reveal that it had to be thrown away at the present time because it was beyond the comprehension of a single intellect. Further

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this work of evaluation cannot be done with sufficient accuracy and penetration on the part of the compiler. He must be versed in many fields, because a publication may be of interest in diverse fields. The bibliographer may overlook it because of his lack of specialised knowledge and the specialist may pass it over because its general title may deceive him as to its contents.

This discussion will become endless. The fact is that the only practical course is to leave it to the combined flair of the bibliographer and his specialist consultant and the force of public criticism. If they are of the proper pitch the right note will be struck. If unfortunately wrong men come to occupy the places or the critics are swayed by extra-academic motives or begin to record *ex cathedra* judgments, no amount of instruction may secure the desired result.

4684 NOTING

Assuming that a particular book or part of a book, or periodical or an article in a periodical has been selected for inclusion in the bibliography we have next to examine how it should be entered or noted. Entries in a bibliography are not unlike entries in a library catalogue. There is however one fundamental difference. What are known as analytical entries in a dictionary catalogue or cross reference entries in a classified catalogue will give place to a modified form of Main Entries, the modification consisting of the mentioning of the exact page reference at the end of the entries.

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Otherwise we have merely to follow an accepted code of cataloguing rules. The following are the codes which are available for use according to the nature of the arrangement of entries in the bibliography :

i. For a classified arrangement fitted with an alphabetical index,

Ranganathan (S.R.). *Classified catalogue code.* 1934. (Madras Library Association, publication series, 4).

ii. For dictionary arrangement,

Cutter (Charles A.). *Rules for a dictionary catalog.* 1904. (United States, Bureau of Education, Special report on public libraries. Part 2.).

iii. For author and title entries,

American Library Association and (British) Library Association. *Catalog rules, author and title entries.* 1908.

4685 Assembling

Next there is the question as to how the entries in bibliographies should be arranged. As it is to-day chaos prevails in the matter. The description of arrangement given under some of the examples occurring in various sections of this chapter will prove this statement. Some prefer chronological arrangement of titles with separate alphabetical author and subject indexes, others favour alphabetical arrangement by the author and an alphabetical subject index. In still others the entries are grouped under broad classes and in

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each group the arrangement is either alphabetical or chronological ; and there is of course an author index. Some prefer the dictionary arrangement with the names of authors and subjects in one alphabetical sequence. Even when the author entries are segregated into a separate index the subjects are arranged alphabetically by their names.

Alphabetical arrangement of subjects whether in index or in main part is believed to be as simple as *a b c* . But in reality it bristles with many difficulties. There is first the complete extinguishment of every trace of filiatory order which is what is really most useful to the user of bibliographies. Multi-worded names of subjects are another source of trouble. It looks as if some of the problems of alphabetisation are insoluable. *The inadequacy of the alphabetical subject index*[242] by A. F. C. Pollard and S. C. Bradford discusses this subject with several examples.

Throughout this book (*vide* sections 22122 ; 422 ; 4313 ; 4321 example 4 ; 432117 ; and 46732) and in other books of the Madras Library Association publication series the form that is advocated is a classified one fitted with an alphabetical index.

The best form for a subject bibliography is a tripartite one.

The first part should set forth in proper filiatory order the classes which occur in the bibliography. If this part is of any considerable length it should

242. Association of Special Libraries and Information Bureaux. *Report of proceedings of the seventh conference etc.* 1930. Pp. 39-54.

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be provided with an alphabetical index of the classes.

The second part, the bibliography proper, should arrange the main entries in a minutely classified form. The main entries should give full bibliographical details, and exact page reference whereever the whole of the item mentioned in the entry does not constitute part of the bibliography. The class headings listed in the first part should be distributed properly in this part and the appropriate entries arranged under them according to their call numbers. The typographical variation should be carefully decided so as to make reference easy and appearance pleasing.

The third part should give an alphabetical index of the authors, collaborators and fanciful titles.

The cataloguing codes mentioned in the last section give the rules for the internal arrangement of the three parts. With regard to the arrangement of the third part a reference may also be made to the *Theory of library catalogue*[243].

4686 MECHANICS

If a notebook is used, it should be of the loose-leaf variety, one in which the leaves are held firmly by press studs or springs, not by rings from which the perforated leaves soon break away. It is a wise plan to carry around a little pocket note book to record various ideas and scraps of information one

243. Ranganathan (S.R.). *Theory of Library catalogue.* 1938. (Madras Library Association, publication series, 7). Chapter 64.

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casually picks up, before they are forgotten. A better plan is as follows :

It is preferable to use slips, writing one and only item of information on each. Random findings and thought about changes in plan can thus be written one after the other on the slips just as they occur. Afterwards the slips can be sorted out and arranged according to the scheme adopted for assembling. Any change of plan may be freely made at any stage and the slips, rearranged accordingly. The slips must be of the standard size, 5" x 3", and should be cut from tough ledger paper. Some would recommend cards in their place on the ground that stiff cards are easier to handle. But our experience is that flexible but strong slips are more convenient for this kind of work and for note-taking generally. They occupy less space than cards. A larger quantity can be carried in one's person. They are best carried in a leather pouch resembling a tobacco pouch with two compartments—one for stocking blank slips and the other for filing the written ones. At the top of each written slip, the rapidly constructed provisional class number of the items entered should be written in pencil to facilitate concurrent filing in a classified order. Otherwise, the slips accumulate so rapidly and it becomes a heart break to pick out readily what we want for consultation in the course of routeing.

It is desirable that any annotation that suggests itself while examining a book or an article should be

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noted down on the back of the slip in which the entry is made. The bottom line of the slip should be used to note down the exact location of the book ; the name of the library, the call number and so on. It is essential to have a cardboard box into which the written slips may be transferred from the leather pouch from time to time. In the Madras University Library we use for the first transfer receptacle a small teakwood box, measuring 5" x 3" x 3" internally, the top and bottom lids sharing the height of 3" equally. They are locked by hooks. Once in a week such a box may get filled up. Then its contents are transferred to a tray whose inner dimensions are 5" x 3" x 15." This may, if necessary, be put in a wooden socket with locking arrangements. For an active bibliographer, this second transfer receptacle may be able to receive the slips prepared in about a month.

A month is a convenient unit of time for calling halt in the routeing work and carefully studying, reviewing and consolidating the slips. They should then be provisionally assembled and filed in a cabinet. A specification for the cabinet will be found in the *Library administration*[244]. When the routeing is completed, the contents of the cabinet should be reviewed as a whole and finally assembled providing the necessary guide cards.

What next? Is the finished bibliography to be printed as a book or printed in cards? The

244. Ranganathan (S.R.). *Library administration*. 1936. (Madras Library Association, publication series, 5). Section 57.

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former is the practice that is much in vogue now. But it is not economical in any sense. It cuts the bibliography into numerous sequences in course of time. Human inertia is such that human will is not strong enough to overcome it and make one look up all the sequences. On the other hand a bibliography in cards is all in one sequence and ever up-to-date. When the time comes to weed out very out-of-date entries, they are easily removed and filed separately without any derangement or disfigurement of the entries that are retained.

Further, entries in cards can be supplied to the customers at shorter intervals than in book form. Time is of the very essence in the supply of a bibliography. Hence every means of reducing the time lag between the production of a bibliographical entry and its reaching the several users should be welcome. We cannot at present think of any better means than that provided by the printed card system.

Of course the handling of cards is not as convenient as handling a book. But this convenience of handling is certainly worth giving up in exchange for the greater convenience that arises out of being up-to-the-minute. Further it is more often libraries and institutions than individuals that buy bibliographies. Now libraries and institutions can afford to have the necessary equipment and facility for maintaining the file in proper condition and making it available for use. One example of a bibliography in printed cards can be given:

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Tilden (Josephine E.). *Index algarum universalis.* 1915—

Here the cards are 5" x 1½". This halves the cost of stationery; and it was a welcome piece of economy as the publication was a private one. But there is no denying that these are too small to handle. If it were not private, surely the standard card would have been used.

469 BIBLIOGRAPHY OF BIBLIOGRAPHIES

We saw in section 403 that twelve classes of bibliographies of printed books exist. We also saw in section 4025 that a four-fold infinity of classes of bibliographies is possible. It is true that all possible classes of bibliographies have not come into existence. But those that do exist are already so many that it is hardly possible for any one to keep track of them.

> "In 1897 the National Library of Paris had about 75,000 titles, classed as bibliography, of which perhaps 60,000 were catalogues (both library and booksellers' catalogues), but 15,000 more special bibliographies—and this would not include, of course, periodical articles on bibliographies, nor all the important special and subject bibliographies included in books....For another example of the number of bibliographies being printed, the 1926 *Bibliographie des Bibliatheks und Buchwesens* of the *Zentralblatt fur Bibliothekwesen* runs to over 200 pages (titles of books and articles)."[245]

Bibliographies of bibliographies have become a necessity.

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245. Van Hoesen (Henry Bartlett) and Walber (Frank Keller). *Bibliography, practical, enumerative, historical.* 1928. P. 247.

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Practically all the sections of this Part can be re-written in terms of bibliography of bibliographies. Indeed if the examples are excluded or suitably replaced and the term bibliography is changed into bibliography of bibliographies in this Part we shall get a theory of bibliography of bibliographies. Hence it would be redundant to develop its theory afresh. It may suffice here to give a few examples.

According to Besterman[246] the earliest known bibliography of bibliographies is

Teissier. *Catalogues auctorùm qui librorum catalogues etc.* 1686.

The following are three well-known retrospective bibliographies of bibliography :

1. Petzholdt (J.). *Bibliotheca bibliographica.* 1866.
2. Stein (H.). *Manuel de bibliographie generale.* 1897.
3. Courtney (W.P.). *Register of national bibliography.* 3 V. 1905/12.

There are many gaps to be filled in the retrospective bibliographies of bibliographies. One may look for a bibliography of recent bibliographies in the following :

1. Mudge (Isadore Gilbert). *Guide to reference books.*
2. Minto (John). *Reference books, a classified and annotated guide to the principal works of reference.*
3. Van Hoesen (Henry Bartlett) and Walber (Frank Keller). *Bibliography, practical, enumerative, historical.* 1928.

There is evidence of a great bibliographical stir, at least in the New World :

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246. Library Association. *Record.* V. 38. 1936. P. 297.

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1. "The Bibliographical Society of America contemplates expanding the 'Notes and Queries' section of its News Sheet to include as nearly as possible notices of all bibliographies planned or in process of compilation by members of the constituent societies of the American Council of Learned Societies and of other American Scholars."[247]

2. Again librarians are invited to report information on bibliographies in preparation to the Bibliographical Committee of the A.L.A. which, in co-operation with the Bibliographical Society of America, wishes to maintain a continuous file of such projects.[248]

3. "A committee of the conference of College and University Librarians of Southern California......is compiling a union list of bibliographies in the principal college and public libraries of the region."[249]

The latest bibliography of bibliographies in the English language is :

Besterman (Theodore). *A world bibliography of bibliographies*. 2 V. 1939-1940.

An account of the plan of this work is given by Besterman himself in a paper entitled *A new bibliography of bibliographies*[250] which he presented to the Margate Conference of the British Library Association on June 9, 1936.

The National Research Council of the United States is publishing in its bulletin series quite a number bibliographies of bibliographies on special subjects.

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247. American Library Association. *Bulletin*. V. 32. 1938. P. 65.
248. *Wilson bulletin*. V. 12. 1938. P. 544.
249. American Library Association. *Bulletin*. V. 33. 1939. P. 345.
250. Library Association. *Record*. V. 38. 1936. Pp. 297-303.

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Examples :

1. Number 50. *Bibliography of bibliographies on chemistry and chemical technology, 1900-1924.* 1925.
2. Number 36. *Catalogue of published bibliographies in geology, 1896-1920.* 1923.
3. Number 65. *Bibliography of bibliographies on psychology, 1900-1927.* 1928.

There are also periodicals which are rich in bibliographies of bibliographies.

Example :

1. *Zentralblatt fur Bibliothekwesen.* 1888—

has each of its issues divided almost equally between articles and lists. An annual biheft cumulates the list in a *Bibliographie des Bibliotheks—und Buchwesen,* 1904— It is still continuing with a slightly altered name.

2. *Bibliographe moderne.* 1897—

was founded by H. Stein in continuation of his *Manual.*

3. *Library literature.* 1876—

whose publication has now passed on to the hands of the H.W. Wilson Company, has been already described in Section 4623.

The New York Public Library includes, in its *Bulletin, Lists of recent bibliographies* from time to time.[251] These *Lists* give an alphabetical list, followed by a detailed subject index, of bibliographies received by the Library.

In March, 1938, H. W. Wilson Company inaugurated the latest periodical bibliography of bibliographies under the title :

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251. *Vide,* for example, V. 42. 1938. Pp. 108-132 and V. 43. 1939. Pp. 323-332 ; 493-512 and 548-562.

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Bibliographic index.

It is a quarterly which is planned to be followed up by annual and five-year cumulations. It lists current bibliographies including those published separately as books and pamphlets and those published as parts of books and periodical articles. References are included also to new editions, supplements and reprints of general and universal bibliographies, national and trade bibliographies and general subject bibliographies.

> "The material is arranged alphabetically by subjects as is the customary practice in America. Even the smallest list of literature of which the majority appear in books covering the most diverse fields, are carefully noted. Works published in the United States preponderate by far, and of the European nations, England is dealt with quite comprehensively, and France and Germany to a lesser degree."[252]

A list of bibliographies of bibliographies will be found in Part 5 which is given in the second volume.

The number of bibliographies of bibliographies too is increasing so rapidly that we are already in need of:

Bibliographies of Bibliographies of Bibliographies.

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252. Library Association. *Year's work in librarianship.* V 11. (1938) 1939. P. 234.

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The references are to PARTS, CHAPTERS, and SECTIONS; *and not* to pages.

d.i.r.t. = described in relation to

i.r.t. = in relation to

q.i.r.t. = quoted in relation to

r.i.r.t. = referred in relation to.

A. A. code—r.i.r.t. Choice of entry word in Hindu names, 2212181, Compilation of subject bibliography, 4684.

A. L. A. catalogue—d.i.r.t. Book selection lists, 423. Ex. 1.

Abercrombie (L.). *Principles of literary criticism—r.i.r.t.* Difficulties due to hide and seek, 132511. Ex. 2.

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Abraham (Karl). *Selected papers—r.i.r.t.* Author bibliographies, 454. Ex. 3.

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Year's work in librarianship—d.i.r.t. Narrative bibliographies, 4123. Ex. 4. *q.i.r.t.* Bibliography of bibliographies, 469. Printer bibliographies, 4433. Private presses, 4433.
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Zank (Margaret) and Bair (Roby). *A bibliography of Melvil Dewey—d.i.r.t.* Author bibliographies, 453. Ex. 1.
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PUBLICATION SERIES, 2

The Five Laws of Library Science

BY

S. R. RANGANATHAN, M.A., L.T., F.L.A.

SOME OPINIONS

The book is lovely, the author's enthusiasm for his vocation is infectious.—*Library Association record.*

Would recommend this book to all librarians, who will find many valuable hints to the proper administration of a library, to library committee men.—*The Librarian and book world.*

He is to be congratulated on his most interesting book. It is the work of an educationist as well as of a librarian.—*Times literary supplement.*

He has exhibited a wealth of learning, a mastery of detail, a fine sense of humour and a polished style.—*Journal of oriental research.*

A volume which to the book-lover is more interesting than a thriller, more enlightening than a text-book.—*The Madras mail.*

The work .... contains a seventy-page rapid survey of library conditions all over the world.—*American Library Association.*

The Madras Library Association is rendering yeoman's service to the library cause by the institution of a series of books on library service.—*The Librarian.*

The book is written in an exceptionally fascinating and lucid style .... from the beginning to the end very stimulating and straightforward .... the book is quite accurate in fact.—*The Modern librarian.*

In his book which seeks to reduce and relate all the principles and practice of library work to a few fundamental laws, we are glad to recognise a magnificent achievement which ranks as a landmark in the development of librarianship in this country.—*The Presidency College magazine.*

It is presented from so fresh a point of view, and with so lively an enthusiasm, that it may well lead to a reconsideration of many problems.—*The year's work in librarianship.*

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The Colon Classification

BY

S. R. RANGANATHAN, M.A., L.T., F.L.A.

SOME OPINIONS

All who are interested in synthetic classification will find this the best recent exercise in it. It has an admirable scheme for arranging the Indian literatures, the fullest I know.—*The year's work in librarianship.*

It is universally interesting as a study of an original kind in classification method .... Certainly the colon scheme is remarkable for its analysis of the many relations of subjects, and students should be acquainted with this new and interesting general classification.—In the *Introduction to library classification*, 1935, by W. C. Berwick Sayers.

It is an extremely clever scheme .... The result is almost perfect.—*Library Association record.*

The scheme is both elastic and comprehensive, while at the same time providing for sensible variations to meet local circumstances.—*Nature.*

Mr. Bliss's suggestion that " the system is well worth study by those who contemplates constructive developments in bibliographic classification" places Mr. Ranganathan in his proper niche of fame as essentially the classifier's classifier.—*Library Association record.*

The basis of the work is relation—the bearing of one topic on another, the aspects of a subject, the forms and modes of presentation of subject-matter .... Precise and well-worded rules are given regarding the formation of class numbers .... Many works of Sanskrit literature and others in the fields of Hindu Philosophy and Religion are listed in a systematic order, thus illustrating both the correct titles of these works and their relationship to one another.—*The library journal.*

The author deserves to be congratulated on his excellent performance. The book ought to find a place in every library, however small.—*Current science.*

Recommended for purchase in all schools and colleges by the Director of Public Instruction, Madras, in his Proceedings No. 789-G. of 1933, dated 15th May, 1933.

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The Classified Catalogue Code

BY

S. R. RANGANATHAN, M.A., L.T., F.L.A.

SOME OPINIONS

This book embodies the very wide experience of Mr. Ranganathan and is a notable contribution to the technique of .... library training.—*W. Erlam Smith.*

It is a book of considerable value .... The method of handling various types of books is elaborately dealt with .... Card technique is fully dealt with and considerable value attaches to the chapters on oriental transliteration and the rendering of Hindu and Muhammadan names.—*Library Association record.*

This book will take a very high rank among publications dealing with the technical and practical aspects of library work. For the first time, we believe, does such a work come from the pen of an Indian.—*United India and Indian States.*

The Classified Catalogue Code, by Mr. S. R. Ranganathan, is the fourth of a useful series of publications of the Madras Library Association. The rules for the indexing of books and periodicals have been dealt with in detail.—*Current science.*

The transliteration codes for Indian languages and the rules for the indexing of Indian names will both be of considerable service. Then again the rules for dealing with the cases in Sanskrit literature of authors writing under different names, and the opposite trouble of different writers using the same name will help librarians who will have to deal with this class of literature.—*Library world.*

Another strong feature of the book is the section dealing with periodica publications.—*The Madras mail.*

You too have brought your classification in relationship with your system for your classified catalogue. The classified form of subject-catalogue seems likely to have a new development. I regard the dictionary catalogue as a blunder in the development of the economics of libraries.—*H. E. Bliss.*

Recommended for purchase in all schools and colleges by the Director of Public Instruction, Madras, in his Proceedings No. 613-G. 34, dated 6th April, 1934.

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MADRAS LIBRARY ASSOCIATION
PUBLICATION SERIES, 5

Library Administration

BY

S. R. RANGANATHAN, M.A., L.T., F.L.A.

SOME OPINIONS

The abundant industry, learning and initiative which Mr. Ranganathan has given in the past ten years to librarianship in India must have been of the greatest interest to the British librarian .... If Ranganathan completes the series he will have been the world's most prolific writer on librarianship .... The book may be commended as a remarkable example of the collecting, arranging and exposition of routine detail, in which sight is not lost of the larger issues.—*Library Association record*.

The whole forms an extremely comprehensive and careful work and .... English librarians will find the book of real interest and assistance to them.—*Library world*.

It should be of real use to Indian librarians who wish to bring their libraries up to the best modern standards of management.—*Times literary supplement*.

It makes an important contribution to the study of administration in general .... It is not difficult to appreciate the fact that Mr. Ranganathan has here devised a simple but powerful method of constructive analysis which will leave no corner of a subject unexplored .... He offers many shrewd observations of general interest and he is not afraid to hit straight from the shoulder .... This is certainly not a book for popular consumption but is one which the administrator should have constantly at his elbow, for it is a mine of ideas which should help him in his exalted calling.—*The Madras mail*.

The book is a masterly analysis of the librarian's craft.—*The Hindu*.

The well-known author presents the subject with a thorough mastery of detail and a judicious combination of the fruits of his extensive studies and valuable experience in the field which he has made his own.—*Mysore economic journal*.

If the methods described in this book are scrupulously followed out libraries will save lot of labour and money which has been and is being wasted on account of most unsystematic and unscientific work.—*The Mahratta*.

Recommended for purchase in all schools and colleges by the Director of Public Instruction, Madras, in his Proceedings Dis. 4836/35, dated 8th November, 1935.

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PUBLICATION SERIES, 6

Prolegomena to Library Classification

BY

S. R. RANGANATHAN, M.A., L.T., F.L.A.

SOME OPINIONS

Constitutes perhaps the most comprehensive statement of principles yet published .... Altogether a book to be pondered carefully by all those classifiers who have already safely crossed Jordan's swelling flood.—*The Library Association record.*

The book is the philosophical dissertation of a mathematician and scholar .... The refreshing and lucid style and the lively enthusiasm of the man himself make the book most readable .... The book is a definite contribution to the literature of the field. The School of Library Science of Madras University teaches a great deal more of the pure theory of classification than any school in the United States.—*The library journal.*

In many respects it is original. The author combines the culture of India with the scholarship of England .... There is much of value to the student in Ranganathan's penetrating and intelligent discussion.... In some post graduate course a degree might well be earned by a re-constructive study of these canons.—*The library quarterly.*

A quite substantial treatise .... Is a valiant attempt at a restatement of theory and practice .... Mr. Ranganathan has made his contemporaries breathless in their effort to keep pace with his industry and ingenuity. His "Five Laws of Library Science" and his now well-known "Colon Classification" would seem enough work for one man to have done, but, upon the principles enumerated in the first of these, he has proceeded, single-handed, to re-write Library administration, cataloguing and now classification .... His canons occupy 62 reasoned pages in their enunciation and there are 28 of them .... The remainder of this most interesting work is a comparative study of classification schemes, done quite fairly.—*The year's work in librarianship, 1937.*

The first part of this book expounds the general theory of classification ....Then follows an analysis of the principles of knowledge classification, exhibiting its special canons. Next comes the theory of classification as applied to books and finally a critical comparison of the colon and other systems of library classification .... The book is a valuable contribution to a study which lies at the root of all scientific arrangement and the principles elucidated therein could be developed and applied to every phase of thought.—*The Hindu.*

Recommended for purchase in all Colleges and public libraries by the Director of Public Instruction, Madras, in his Proceedings, R. C. No. 2755-G, 37, dated 20th January, 1938.

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PUBLICATION SERIES, 7

Theory of Library Catalogue

BY

S. R. RANGANATHAN, M.A., L.T., F.L.A.

SOME OPINIONS

Mr. Ranganathan has given us a most challenging, thought-provoking book, and Indian librarianship should count itself fortunate that it has among it a man of his ability and insight. It is one of those occasional professional books that are a delight to read and fascinating to ponder over.—*Library Association record.*

Rao Saheb Ranganathan is one of the foremost Librarians in the country to-day ; he is one of the two individuals who have placed India on the Library map of the world. His contributions to librarianship are always eagerly awaited and carefully studied .... Rao Saheb Ranganathan deserves our thanks for this excellent restatement of cataloguing principles. He has brought side by side for comparison and criticism the cataloguing theories of Cutter, Mann, Sharp, Quinn and the Anglo-American Code, criticised these wherever necessary and has given us a treatise worthy of a great librarian.—*The times of India.*

In the present work he examines the theoretical foundations of cataloguing practice and, in particular, compares in detail the classified with dictionary type of catalogue, to the advantage of the former. The book is written with that careful logic and comprehensive grasp of detail to which we have become accustomed in Mr. Ranganathan's writing. —*The Madras mail.*

This is a substantial contribution to the technique of cataloguing.... The urgent need for the revision of the A. A. Code and Cutter's Rules is abundantly brought home .... It expounds all the fundamental principles in an original, learned and scientific manner.—*The Hindu.*

This somewhat difficult task he has accomplished with success. The realistic study which Rao Saheb Ranganathan has attempted in this book will prove of immense use to the librarians in general ; the technicalities of the subject have been explained with great lucidity and with profuse illustrations. One cannot but read it with admiration for the completion of a stupendous study of detail, and for an exposition always orderly and clear.—*The modern librarian.*

Of this prolific writer's books this is probably the most comprehensive with regard to its subject, and it is penetrating too, as the others have been. It will, we think, reward careful study.—*Organization of knowledge in libraries* by Henry Evelyn Bliss.

Recommended for purchase in all Colleges and public libraries by the Director of Public Instruction, Madras, in his Proceedings No. 3343 G-38, dated 24th January, 1939.

V

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